



Arlington Fire District

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For Emergencies
DIAL 911

“Safeguarding Our Community”

BOARD OF FIRE COMMISSIONERS MEETING MINUTES September 9, 2019

ATTENDEES:

Comm. José Seco – Chairman
Comm. Jon Adams
Comm. Peter Valdez
Comm. Peter Longi
Comm. *VACANT*

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

Chairman Seco 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.

Chairman Seco requested to suspend the regular meeting to have Executive Session with our Attorney.

A motion was made by Comm. Longi to adjourn to Executive Session for the purpose of Attorney/Client privilege. Seconded by Comm. Seco.

- Motion Carried, 4 – 0

I. EXECUTIVE SESSION

A. Attorney / Client Privilege

The Board adjourned to Executive Session at 7:01 p.m.

The Board came out of Executive Session at 8:28 p.m. and returned to Open Session.

There were no open items for discussion and/or approval as a result of Executive Session.

II. **PUBLIC COMMENT PERIOD** - *No action(s) taken by the Board, unless otherwise noted*

III. **COMMENTS FROM THE BOARD** - *No action(s) taken by the Board, unless otherwise noted*

IV. **ABSTRACT**

A motion was made by Comm. Adams to approve Abstract 19–9A. This consists of \$24,992.32 in paid bills with a total of 9 checks and \$81,828.92 in unpaid bills with a total of 43 checks for a grand total of \$106,821.24, totaling 52 checks. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0

V. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. **August 19, 2019 Board of Fire Commissioners' Meeting**

A motion was made by Comm. Longi to approve the August 19, 2019 Board of Fire Commissioners' meeting minutes. Seconded by Comm. Adams.

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

VI. **MONTHLY COMMITTEE REPORTS** - *No reports given unless otherwise noted.*

- A. Service Awards – Comm. Longi & Comm. Valdez
- B. District Inspections – Comm. Longi & Comm. Adams
- C. District Officers / Chief Liaison – Comm. Longi & Comm. Adams
- D. EMS & Paramedic Liaison – Comm. Longi & Comm. Valdez
- E. Public Relations – Comm. Longi & Comm. Adams
- F. Equipment Maintenance – Comm. Valdez & Comm. Seco
- G. Buildings and Grounds – Comm. Valdez & Comm. Seco
- H. Capital Equipment – Comm. Longi & Comm. Seco
- I. Union Negotiations & Contract – Comm. Seco & Comm. Valdez
- J. Career Staff Liaison – Comm. Adams & Comm. Longi
- K. Volunteer Recruitment – Comm. Longi & Comm. Seco
- L. Volunteer Liaison – Comm. Longi & Comm. Seco
- M. District Safety & Health – Comm. Adams & Comm. Seco
- N. Strategic Plan – Comm. Longi & Comm. Adams
- O. Finance Committee – Comm. Longi & Comm. Seco
- P. IT Operations Committee – Comm. Longi & Comm. Adams
- Q. Croft Lease – Comm. Adams & Comm. Valdez
- R. Rochdale Lease – Comm. Adams & Comm. Valdez

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

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

- A. E-mail dated August 19, 2019 from Scott Davis of American Red Cross requesting use of Red Oaks Mill to conduct a blood drive on Tuesday, October 29, 2019 from 1:30 p.m. to 6:30 p.m. (12 noon for set up and leave by 7:00 p.m. for breakdown)

A motion was made by Comm. Longi to approve the use of the station. Seconded by Comm. Adams.

- Motion Carried, 4 – 0

- B. E-mail dated September 5, 2019 from the Girl Scouts requesting a change in date that was already Board approved for use of Red Oaks Mill for their meeting – change from October 18th to October 25th.

A motion was made by Comm. Adams to approve the change of date as requested. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0

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

X. **COMMISSIONERS ITEMS** - *No reports and/or discussions unless otherwise noted*

XI. **DISTRICT STAFF ITEMS**

- A. Chief – William Steenbergh
1. Fire Prevention 2019 – Capt. Finn submitted a proposal for 2019 school visits. 4,000 students; 83 hours of instructional time; 126 hours OT for 23 firefighters. Recommends approving the Fire Prevention schedule. 30 hours additional time than last year, will reach 1,000 more children and 3 additional schools.

Brief discussion regarding the OT.

A motion was made by Comm. Adams to approve the Fire Prevention Program as outlined by the Chief. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

2. Vehicle Surplus – four vehicles ready to be declared surplus. Three (3) 2005 Suburban's and One (1) 2001 GMC Yukon. Recommending to put the costs from the sale of these vehicles along with money from last years funds to purchase a “school car” such as an Explorer or other type of SUV from NYS bid for new hires going to the academy, out of town training, Lieutenants going

to FDNY for their training, etc. Treasurer is in agreement with proposal.

No action taken. Chairman Seco requested that this be placed on the next agenda.

3. FEMA Grant – was contacted by Senator Gillibrand’s office regarding the AFG grant. We were awarded \$151,850 for Officer Training. Envision doing most in house training. Some courses require travel as per State policy. \$13,804.55 is the District share. Covers backfill & OT costs, meals, lodging, mileage, books, registration, and exam fees for the training as outlined. Recommends the Board accept the FEMA AFG grant.

A motion was made by Comm. Adams to approve the FEMA Grant and pay the \$13,804.55. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

4. Paving Project Contracts – recommends that the Board approve the Chairman to sign the contracts prepared by our Attorney once we receive them back from the vendor. Contract is currently with the vendor for their attorney’s review.

A motion was made by Comm. Longi to approve, subject to attorney approval. Seconded by Comm. Adams, to get it on the table.

Brief discussion.

- Motion Carried, 3 – 1 (Comm. Adams voted no)

B. Assistant Chief – Eric Philipp

1. FYI – the August 17th parade in Red Hook was not attended by AFD. Did not have enough members to participate.
2. Current volunteers – Engine Co. #1, Red Oaks Mill and Rochdale all have five (5) active members and Croft Corners has eighteen (18) active members.

C. Director of EMS David Violante

1. Was contacted by the Dutchess Classic Race for AFD to participate this coming Sunday. Discussed with the Chief and both agreed that we will not be participating due to not getting enough information; it was late notice; OT costs; operating out of our District.

2. Re: PALS school requests on tonight's agenda for Board consideration – was able to get the registration costs lowered from \$175 to \$75. Total cost per person will be \$109, not \$209 per person.

D. Treasurer James Passikoff – (absent)

XII. SCHOOL REQUESTS

The following member(s) have been approved by Chief Steenbergh to attend the course(s) listed below. The training requested is either located in county or is a course to maintain certification and therefore is for Commissioners notification purposes only:

- A. “Resuscon Conference”, September 4, 2019 at Grandview Poughkeepsie.
 1. Johel Dongo - required to maintain certification, is a CME, 30 registration, meals provided, not requesting use of District vehicle, 9.5 hours own time
 2. Doug Parrish - required to maintain certification, is a CME, 30 registration, meals provided, not requesting use of District vehicle, 9.5 hours own time
- B. William Steenbergh: “Modern Fire Behavior”, October 28, 2019 at Millbrook High School. (not required to maintain certification, not a CME, no costs, requesting use of District vehicle, 5 hours own time)

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

- A. “Pediatric Advanced Life Support (PALS)”, September 19, 2019 at Dutchess Community College.
 1. John Cox – (not required to maintain certification, is a CME, ~~\$175~~ \$75 registration, \$34 Instructor Essentials Online Course (required), not requesting use of District vehicle, 10 hours District time – no backfill)
 2. Eric Henschel – (not required to maintain certification, is a CME, ~~\$175~~ \$75 registration, \$34 Instructor Essentials Online Course (required), not requesting use of District vehicle, 10 hours own time)
 3. Chris Rinck – (not required to maintain certification, is a CME, ~~\$175~~ \$75 registration, \$34 Instructor Essentials Online Course (required), not requesting use of District vehicle, 10 hours own time)
 4. Justin Carlon – (not required to maintain certification, is a CME, ~~\$175~~ \$75 registration, \$34 Instructor Essentials Online Course (required), not requesting use of District vehicle, 10 hours own time)
 5. Adam Kangas – (not required to maintain certification, is a CME, ~~\$175~~ \$75 registration, \$34 Instructor Essentials Online Course (required),

requesting use of District vehicle, 8 hours District time – no backfill, 2 hours own time)

A motion was made by Comm. Longi to approve the classes for all five (5) candidates. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0

XIII. ADDITIONAL ITEMS FOR EXECUTIVE SESSION

A. Chief Steenbergh – Employment history of five (5) individuals; requests the Union be present for one of those individuals.

With no further open business to discuss, a motion was made by Comm. Longi to adjourn to Executive Session for the items as stated. Seconded by Comm. Adams.

- Motion Carried, 4 – 0

The Board adjourned to Executive Session at 8:58 p.m.

XIV. EXECUTIVE SESSION

The Board came out of Executive Session at 9:29 p.m. and returned to Open Session.

XV. OPEN ITEMS

As a result of Executive Session, a motion was made by Comm. Seco to approve the hiring of three individuals; Ryan Fincham, Christopher Lewis and Christopher Hann as resignation/reinstatement with a start date to be determined by the Chief and pending approval from Civil Service. Seconded by Comm. Adams.

- Motion Carried, 4 – 0

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

- Motion Carried, 4 – 0

No time indicated when the meeting adjourned.

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: 9/9/19

JOHN RICHARDSON	
JIM BERTHA	
El. Alon	