



Arlington Fire District

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For Emergencies
DIAL 911

“Safeguarding Our Community”

BOARD OF FIRE COMMISSIONERS MEETING MINUTES November 18, 2024

ATTENDEES:

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

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

Chairman Dore opened the Arlington Fire District Board of Fire Commissioners’ meeting at 7:00 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. Jackson made a motion to approve Abstract 24–11A. This consists of \$66,000.00 in paid bills with a total of 1 check and \$3,022,073.56 in unpaid bills with a total of 46 checks for a grand total of \$3,088,073.56, totaling 47 checks. Seconded by Comm. Chiumento.

- Motion Carried, 4 – 0 – 0

Comm. Chiumento made a motion to approve Abstract 24–11A–Croft Corners. This consists of \$0 in paid bills with a total of 0 checks and \$5,039.99 in unpaid bills with a total of 1 check for a grand total of \$5,039.99, totaling 1 check. Seconded by Comm. Valdez.

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

4. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. October 28, 2024 Board of Fire Commissioners’ Meeting

Comm. Jackson made a motion to approve the October 28, 2024 Board of Fire Commissioners’ meeting minutes. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0 – 0

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 November 1, 2024.

B. “Investment Update” dated November 8, 2024.

C. “Statement of Value and Activity” – October 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

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

A. Received Eric Philipp’s letter of intent to run for the position of Assistant Chief in 2025.

B. Received the October 29, 2024 Association of Fire Districts of Dutchess County meeting minutes.

7. **ACTIONS TO BE TAKEN BY THE BOARD** – *None unless otherwise noted.*
A. Letter dated October 19, 2024 from Josh Calli (Croft Corners Fire Company) resigning as a member of the District.

Comm. Jackson made a motion to drop Josh Calli from Croft Corners. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0 – 0

- B. Letter dated October 31, 2024 from Philip Johnson (Rochdale Fire Company) resigning as a member of the District.

Comm. Jackson made a motion to drop him as a member. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0 – 0

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

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

- A. Determine the date, time and location for the 2025 Organizational Meeting. (Must be within the first 15 days of January and legal notice to the media must be published by December 15th)

Chairman Dore stated that the 2025 Organizational Meeting will be held on Monday, January 6, 2025 at 6:00 p.m. followed by a regular monthly meeting at 7:00 p.m. at Headquarters.

10. **DISTRICT STAFF ITEMS**

- A. Chief William Steenbergh

1. HVAC Service Contract discussion – RFP was sent out to four (4) HVAC companies to establish a service contract for all AC's, ice machines, water heaters and furnaces for District owned buildings. Only one (1) responded and met all the specifications. Cost is \$16,925 for the year for both ROM and HQ. Rochdale will be included for a pro-rated rate of \$3,000/year when we add it. It's a single year contract with the option to renew up to multiple years. Maintenance contract includes all scheduled preventative maintenance, parts, filters, labor, emergency call back services, discount on all parts that may be needed. Recommends entering into a maintenance contract with Redemption Mechanical.

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

Brief discussion.

- Motion Carried, 4 – 0 – 0

2. Upcoming Part A retirement distributions – Six (6) members from now until the end of the year will be receiving their Part A retirement checks. Recommending to the Board to expend from the Employee Benefit Accrued Liability Reserve Fund an amount not to exceed \$200,000 for those payments.

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

- Motion Carried, 4 – 0 – 0

3. Deputy Chief Kangas and himself have been working together on a daily basis to move towards the transition. Announced his retirement date of February 21, 2025. Effective tomorrow, Deputy Chief Kangas will be the primary person in charge of day-to-day operations. Chief will be available to provide support until they finish up the transition process.

B. Deputy Chief Adam Kangas – No report.

C. Assistant Chief Eric Philipp

1. Thanked the members for their hard work with the recent brush fires.

D. Director of EMS David Violante – (absent)

E. Treasurer James Passikoff – (absent)

1. Chairman Dore acknowledged receipt of the Treasurer’s October 31, 2024 Financial Report for the District.

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.

A. “2024 EMS Connections Conference”, November 9, 2024 at Dutchess Community College.

1. Timothy Gioia – (\$65 registration, 10 hours own time)
2. Doug Parrish – (\$65 registration, 10 hours own time)
3. Seth Goldstein – (\$65 registration, 10 hours own time)
4. Daniel Sylvester – (\$65 registration, 10 hours own time)
5. Christopher Weiner – (\$65 registration, 10 hours own time)
6. Jason Caulfield – (\$65 registration, 10 hours own time)
7. Nicholas Burrow – (\$65 registration, 10 hours District time)
8. Christopher Rinck – (\$65 registration, 10 hours District time)

B. Justin Drum: “Incident Command for Collapse”, November 18 – 19, 2024 in Oriskany, NY. (14 hours District time, 20 hours own time, \$300 travel and hotel)

- C. Christopher Mills: “Leadership & Tactics”, December 7, 2024 at Wappingers Jr. High. (No cost, 8 hours own time)

The following school request requires consideration by the Board of Fire Commissioners:

- A. Joseph Moore: “FDIC Indy”, April 8 – 12, 2025 in Indianapolis, IN. (No cost, 48 hours District time, 30 hours own time)

Comm. Chiumento made a motion to approve item “A”. Seconded by Comm. Jackson.

- Motion Carried, 4 – 0 – 0

12. **ITEMS FOR EXECUTIVE SESSION**

- A. Chief Steenbergh

1. Four (4) 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.
2. One (1) Collective Bargaining

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

- Motion Carried, 4 – 0 – 0

The Board adjourned to Executive Session at 7:14 p.m.

13. **EXECUTIVE SESSION**

The Board came out of Executive Session at 7:35 p.m. and returned to Open Session.

14. **OPEN ITEMS**

Comm. Chiumento made a motion to hire Jessica Herman to the full-time position of Senior Typist with a start date to be determined by the Chief. Seconded by Comm. Jackson.

- Motion Carried, 4 – 0 – 0

Comm. Chiumento made a motion to participate in the Town Christmas Holiday Parade either using 32-45 if it’s in service at Croft or 32-57 from 4:00 p.m. to 8:00 p.m. on Saturday, December 7th; Lt. Renza will be the Officer in Charge. Seconded by Comm. Jackson.

- Motion Carried, 4 – 0 – 0

Comm. Chiumento made a motion for Croft to do their Santa Run on Sunday, December 15th from 11:00 a.m. to 6:00 p.m. and AC Eric Philipp will be the Officer in Charge and use whatever equipment is at Croft. Seconded by Comm. Jackson.

- Motion Carried, 4 – 0 – 0

Comm. Jackson made a motion to make the following promotions to Fire Lieutenant with a start date to be determined by the Chief: Micheal Conroy, Christopher Weiner and Edward D’Anna. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0 – 0

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

- Motion Carried, 4 – 0 – 0

Meeting adjourned at 7:38 p.m.

Respectfully Submitted,

Renee O’Neill
District Secretary