



Arlington Fire District

11 Burnett Boulevard
Poughkeepsie, NY 12603
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For Emergencies
DIAL 911

“Safeguarding Our Community”

BOARD OF FIRE COMMISSIONERS MEETING MINUTES December 16, 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.

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

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

III. **GLENS FALLS REPRESENTATIVES**

Chairman Seco turned the meeting over to Mr. Jeff Goliber and Ms. Alina Kindron at 7:05 p.m. Mr. Goliber introduced themselves and Ms. Kindron discussed AFD’s current LOSAP investments. The discussion ended at 7:22 p.m. There was no action taken by the Board.

The Board returned to their regular meeting.

III. **ABSTRACT**

A motion was made by Comm. Adams to approve Abstract 19–12B. This consists of \$0 in paid bills with a total of 0 checks and \$36,110.20 in unpaid bills with a total of 48 checks for a grand total of \$36,110.20, totaling 48 checks. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

- A. November 18, 2019 Board of Fire Commissioners’ Meeting
- B. December 6, 2019 Board of Fire Commissioners’ Special Meeting
- C. December 11, 2019 Board of Fire Commissioners’ / Town of Poughkeepsie Special Meeting.

A motion was made by Comm. Adams to approve the three meeting minutes as described. Seconded by Comm. Longi.

- Motion Carried, 3 – 0 – 1 (Comm. Valdez abstained the December 11, 2019 minutes only because he was not in attendance)

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

- A. Service Awards – Comm. Longi & Comm. Valdez
 - 1. Received “Investment Presentation for Arlington Fire District LOSAP” from Glens Falls National Bank as of November 20, 2019.
 - 2. Received “Account Statement” for November 2019 from RBC Wealth Management.
 - 3. Received “Statement of Value and Activity” for November 2019 from Glens Falls National Bank.
- 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

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

- A. Received November 19, 2019, petition from Ralph Chiumento, Jr., to be placed ballot for the upcoming Commissioner Election for the five year term.
- B. Received November 19, 2019, petition from Bruce A. Griffing, II, to be placed ballot for the upcoming Commissioner Election for the two year term.
- C. Received November 20, 2019, petition from Peter Longi, to be placed ballot for the upcoming Commissioner Election for the four year term.
- D. Received November 20, 2019, petition from Jose L. Seco, to be placed ballot for the upcoming Commissioner Election for the five year term.
- E. Received, November 22, 2019, the 2018 Annual Update Document (AUD) from Treasurer James Passikoff.
- F. E-mail dated December 4, 2019 from Jim Beretta to the Board of Fire Commissioners regarding the 2018 AUD.
- G. Received the 2020 Company & Civil Officers for Engine Co. #1, Red Oaks Mill Fire Company, Rochdale Fire Company and Croft Corners Fire Company.
- H. E-mail dated December 9, 2019 from Ray Brusco of Rochdale Fire Company submitting the meeting minutes of the Annual Meeting held on December 5, 2019.
- I. Received the “Official Final Results” from the Commissioner Election held on December 10, 2019.
- J. E-mail dated December 15, 2019 from Jim Beretta to the Board of Fire Commissioners regarding leave of absence request and AFD Rules and Regulations.

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

- A. E-mail dated December 11, 2019 from Sam North, Captain of Rochdale Fire Company requesting that Tyler North be put on a six month leave of absence effective December 10, 2019 for school.

Brief discussion.

A motion was made by Comm. Adams to amend the Rules and Regulations of the Arlington Fire District relative to “Active Membership Requirements Current Members” to include in addition

to the numerated items or for good cause shown as determined by the Board of Fire Commissioners. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0

A motion was made by Comm. Valdez to approve Tyler North for a six (6) month leave of absence effective December 10, 2019 for school. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

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

<u>NAME</u>	<u>REASON</u>	<u>AMOUNT</u>
Ruth Deyo	Assistance Received	\$50.00
Magdalena Ivich	Donation	\$100.00

A motion was made by Comm. Seco to put those into the General Fund. Seconded by Comm.

- Motion Carried, 4 – 0

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

X. **DISTRICT STAFF ITEMS**

A. Chief – William Steenbergh

1. Requesting authorization to renew the Statement of Work for the Volunteer Recruitment Coordinator which expires December 31, 2019; budgeted \$1,000 for 2020; no change in hourly rate; requesting submission of monthly vouchers to quarterly.

A motion was made by Comm. Seco to approve as such with the changes stated by the Chief. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0

2. Raymond Avenue School Development– presented a Power Point presentation to the Town of Poughkeepsie Town Board regarding AFD’s position on the project and ongoing opposition to the PILOT. Would be a \$2.1 million loss in fire tax revenues over 25 years, which forces the community to subsidize that project financially until year 2039. Developer is anxious to appear before the BOFC due to a deadline to close on the property, Chief suggested the second meeting in January, however not ready to meet, we only have proposed numbers; Chief met with IDA; Executive at IDA feels the Fire District has the right to be heard regarding PILOT’s. As per the IDA, the developer must submit a

business plan to the Town, the IDA and Fire District for a PILOT. Chief FOIL'd for those documents which do not exist.

The Board thanked Chief Steenbergh for his continued work on this project.

3. Congratulated Comm. Jose Seco on the completion of his term and wished him a well deserved retirement from the Board of Fire Commissioners.
- B. Assistant Chief – Eric Philipp
1. Did not get the number of volunteers.
 2. Standby coverage was performed (December 2nd) 2PM Sunday to 10AM Monday; CCFC covered additional calls; not many calls.
 3. CPR training held in November; training last Tuesday was moved to tomorrow night due to the recent Commissioner Election.
 4. Thanked Comm. Seco for his time on the Board; wished everyone a Merry Christmas and Happy Holidays.
- C. Director of EMS David Violante
1. Congratulated Ralph, Bruce and Pete for their win at the Commissioner Election and thanked Jose for his time on the Board.
 2. Successfully moved both organizations over to the National Data Set for the prehospital care reports. Working with the State and Region on the kinks and to be compliant.
 3. Wished everyone a Merry Christmas & Happy New Year.
- D. Treasurer James Passikoff – (absent)

XI. **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. Donald Robison: “Fire Officer I Modular Series: Fireground Strategies and Tactics for First Arriving”, December 8, 14, 17, 19, 21, 2019 at DC 911 Center. (not required for certification, not a CME, no costs, not requesting use of a District vehicle, 24 hours own time, 5 hours District time)

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

There were no school requests submitted for consideration by the Board.

XII. ITEMS FOR EXECUTIVE SESSION

A. Chief Steenbergh

1. Employment history of three (3) individuals

With no further open business to discuss, a motion was made by Comm. Valdez to adjourn to Executive Session. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

The Board adjourned to Executive Session at 7:45 p.m.

XIII. EXECUTIVE SESSION

The Board came out of Executive Session at 8:37 p.m. and returned to Open Session.

XIV. OPEN ITEMS

As a result of Executive Session, a motion was made by Comm. Seco to allocate funds from the 2019 excess funds from the budget 2018 which we have already allocated the \$337K for the Employee Accrual Benefit and that left us with \$669K. We would like to allocate the additional \$600K to the Employee Benefit Accrual Fund and \$69K to be left or carried over to 2020. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

Comm. Seco stated he left out “Commissioners Items”. Thanked everyone for the opportunity given to serve on the Board and for the District. Wished the best of luck to the elected Commissioners and congratulated them. One issue that keeps coming up in terms of Commissioner items. Stated that Commissioners come on Board in this District without tools to perform their jobs. Only issued two ID cards. Everyone else in the District has laptop, phone, etc., ID as they arrive at the scene.

Comm. Seco stated that any Commissioner which has been on the Board for more than two years, starting with current Board, have issued two ID cards, be issued a jacket, be issued a baseball cap and a protective vest to be used as a summer jacket than in the winter and a \$20 monthly compensation for reimbursement or not (up to the individual Commissioner) for use of cell phones, tablets, PC’s, etc. for reimbursement of expense. It’s an expense, not a gift. Commissioners are using, printing, monitoring and be expected to keep up with emails which no reimbursement for such expense takes place.

A motion was made by Comm. Seco for the current Board going forward as such. Seconded by Comm. Valdez.

- Motion Carried, 3 – 1 (Comm. Adams opposed)

Comm. Seco said he has donated three sets of full turnout gear at a value of \$21K - \$27K which offsets this cost for now and the future.

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

- Motion Carried, 4 – 0

No time was given for 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: 12-16-19

JOHN RICHARDSON	
Timmy METRANO	