



# Arlington Fire District

11 Burnett Boulevard  
Poughkeepsie, NY 12603  
www.afd.org

Business: (845) 486-6300  
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**For Emergencies**  
***DIAL 911***

*“Safeguarding Our Community”*

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## **BOARD OF FIRE COMMISSIONERS MEETING MINUTES September 5, 2023**

### ATTENDEES:

Comm. Richard Dore – Chairman – (arrived at 7:52 p.m.)  
Comm. Peter Longi  
Comm. Ralph Chiumento, Jr.– Vice Chairman  
Comm. Phil Van Itallie  
Comm. Peter Valdez

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.

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

At 7:03 p.m., Vice Chairman Chiumento turned the meeting over to Mr. Robert Travis, Engineer with C.T. Male Associates, who presented the Board with his findings and recommendations regarding the Headquarters sewer repair. His presentation ended at 7:26 p.m.

Discussion. No action taken by the Board.

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

3. **ABSTRACT APPROVAL**

Comm. Chiumento made a motion to approve Abstract 23–9A. This consists of \$0 in paid bills with a total of 0 checks and \$51,085.85 in unpaid bills with a total of 35 checks for a grand total of \$51,085.85, totaling 35 checks. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

4. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. August 21, 2023 Board of Fire Commissioners' Meeting

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

- Motion Carried, 4 – 0

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

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

1. Received August 18, 2023 from Glens Falls National Bank – “Investment Update”.
2. Received from PenFlex, the 2022 LOSAP Audit Package.
3. Authorize Glens Falls National Bank to remit a check in the amount of \$8,770.00 out of the Arlington Fire District Service Awards Program Trust Fund to pay for the standard year end fees and Chairman Dore to sign the letter authorizing this payment.

Comm. Valdez made a motion to authorize Glens Falls National Bank to remit a check in the amount of \$8,770.00 out of the Arlington Fire District Service Awards Program Trust Fund to pay for the standard year end fees and Chairman Dore to sign the letter authorizing this payment. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

4. Authorize the 2023 LOSAP contribution payment in the amount of \$61,927.

Comm. Valdez made a motion to approve the 2023 LOSAP contribution payment in the amount of \$61,927. Seconded by Comm. Van Itallie.

Discussion.

Comm. Chiumento made a motion to amend the motion to make the payment of \$75,000 that is in the budget. Seconded by Comm. Valdez.

Discussion.

- Motion Carried, 4 – 0

5. Received from Glens Falls National Bank – “Investment Presentation” as of July 31, 2023.
6. Chief Steenbergh reported that we have had no progress with Rochdale submitting their 2023 LOSAP records. Still a work in progress.

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

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

- A. Received “Fire District Affairs”: August – September 2023.

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

- A. For Commissioner Election Inspector canvass letters to be mailed, BOFC to determine Annual Commissioner Election time and fix compensation. (Inspectors need to be approved by second meeting in October)
  1. Commissioner Election is December 12, 2023.
  2. Minimum hours are 6:00 p.m. to 9:00 p.m. as per TL§175.
  3. Compensation for the three (3) hours is \$70 and any consecutive hours prior to 6:00 p.m., the compensation is \$100, as per TL§175.

Maximum of four inspectors at HQ and four inspectors at ROM; one Chairperson and a few individuals to be on standby in the event someone can’t perform duties.

Brief discussion.

Comm. Longi made a motion that the Annual Election on December 12, 2023 be held from 5:00 p.m. to 9:00 p.m. and compensate the Election Inspectors and Election Chairperson one-hundred

dollars (\$100.00) each for their services and a minimum of four inspectors at HQ and four inspectors at ROM; one Chairperson and a few individuals to be on standby in the event someone can't perform duties. Seconded by Comm. Chiumento.

- Motion Carried, 4 – 0

B. Board to authorize Chief to determine if additional individuals will be required to implement COVID-19 protocols.

Comm. Longi made a motion to authorize the Chief to add additional individuals if he feels the need to implement COVID-19 protocols. Seconded by Comm. Van Itallie.

- Motion Carried, 4 – 0

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

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

10. **DISTRICT STAFF ITEMS**

A. Chief William Steenbergh

1. MIG Grant – awarded Dutchess County Tech Rescue Program grant in the amount of \$100,000 for equipment with the City of Poughkeepsie included, and we will be the administrator. Requesting the Board to accept the grant.

Comm. Longi made a motion to accept the \$100K. Seconded by Comm. Van Itallie.

- Motion Carried, 4 – 0

2. Fire Prevention detail October 1, 2023 at Poughkeepsie Plaza. Requesting the Board to approve only if it could be manned by volunteers. Waiting to hear back from Assistant Chief Philipp if it can be manned with volunteers.

Comm. Chiumento made a motion to approve the fire prevention detail on October 1, 2023 at the Poughkeepsie Plaza and the use of 32-45 assuming the volunteers can man it. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

3. One (1) payment due in September for an upcoming retirement. Requesting the Board to approve up to \$45K expended from the Employee Benefit Accrued Liability Fund.

Comm. Longi made a motion to approve. Seconded by Comm. Van Itallie.

- Motion Carried, 4 – 0

4. Discussed the status of EMS in the Fire District. Response times with commercial ambulance service have been low. A patient had to wait forty (40) minutes for an ambulance to arrive coming from Rhinebeck. Not at the level of service we strive to provide to the community. Have a contract through June of 2024. Authorized overtime to man 32-73 from Friday through Sunday and there were 10 calls. Concerned now and into the future. Trying to fill in the gaps. Have met with Empress leadership to discuss. They can't get medics to man ambulances Severe implications with the budget. This is not unique to Arlington.

Chairman Dore arrived at 7:52 p.m. during this discussion.

Chairman Dore took over the remainder of the meeting.

B. Assistant Chief Eric Philipp – No report.

C. Director of EMS David Violante

1. DC EMS Council bestowed us with an award as “EMS Agency of the Year” for the active shooter incident on South Road – it went to the Regional level but we were not awarded. However, the NYS Volunteer Ambulance and Rescue Association (NYSVARA) recognized us with a unit citation for this incident and will be presented with it on September 30<sup>th</sup> at the Rockland County Fire Training Center. He will be happy to attend on the Districts behalf to accept this recognition.

D. Treasurer James Passikoff – No report.

#### 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.

For Commissioners notification purposes only:

- A. Christopher Lewis: “Youth JFire Intervention Specialist”, August 30 – 31, 2023 at DCDER. (No cost)

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

Chief Steenbergh presented the following school request at the time of the meeting because the agenda was already published.

- A. “Rescue Tech – Basic”, September 12 – October 7, 2023 at Sullivan Training Center. (No cost, requesting use of District vehicle)
  - 1. Joshua Calli
  - 2. Miles Orlando

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

- Motion Carried, 5 – 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) item for the proposed acquisition, sale, or lease of real property.

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

- Motion Carried, 5 – 0 – 0

The Board adjourned to Executive Session at 8:11 p.m.

13. **EXECUTIVE SESSION**

The Board came out of Executive Session at 10:06 p.m. and returned to Open Session.

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

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

- Motion Carried, 5 – 0 – 0

Meeting adjourned at 10:06 p.m.

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: 9/5/23
