



# 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”*

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## BOARD OF FIRE COMMISSIONERS MEETING MINUTES October 23, 2023

### ATTENDEES:

Comm. Richard Dore – Chairman – (absent)  
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 7:01 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. Van Itallie made a motion to approve Abstract 23–10B. This consists of \$0 in paid bills with a total of 0 checks and \$450,697.42 in unpaid bills with a total of 57 checks for a grand total of \$450,697.42, totaling 57 checks. Seconded by Comm. Chiumento.  
  
- Motion Carried, 4 – 0

4. **APPROVAL OF PREVIOUS MEETING MINUTES**
- A. October 2, 2023 Board of Fire Commissioners’ Meeting  
Comm. Longi made a motion to approve. Seconded by Comm. Van Itallie.
- Motion Carried, 3 – 0 – 1 (Comm. Chiumento abstained)
- B. October 16, 2023 Board of Fire Commissioners’ 2024 Proposed Budget Public Hearing  
Comm. Longi made a motion to approve. Seconded by Comm. Van Itallie.
- Motion Carried, 4 – 0
5. **MONTHLY COMMITTEE REPORTS** – *No reports given unless otherwise noted.*
- A. Service Awards – Comm. Valdez & Comm. Longi
1. E-mail received October 6, 2023 from Glens Falls National Bank regarding “Investment Update”.
  2. Received October 16, 2023 from Glens Falls National Bank – “Statement of Value and Activity” – September 2023.
  3. Received October 18, 2023 from Glens Falls National Bank – Quarterly “Investment Presentation for LOSAP”.
  4. Rochdale is up to date with their 2023 LOSAP sign in sheets submission to the District.
- 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
1. Comm. Valdez reported that a resident mentioned at the Budget Public Hearing that they wanted to create a volunteer working group to offer feedback or suggestions. Would like to put something together to meet at ROM next month and would report back to the Board.

Vice Chairman Chiumento requested Comm. Valdez provide the Board with a format or plan by the next meeting so the Board can act on it.

- 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.*

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

- A. Letter dated October 3, 2023 from Justin Chick of Croft Corners Fire Company, resigning as a member effective October 3, 2023.

Comm. Longi made a motion to accept his resignation. Seconded by Comm. Van Itallie.

- Motion Carried, 4 – 0

- B. E-mail dated October 12, 2023 from Lisa Jackson of Croft Corners Fire Company requesting use of available fire apparatus for the following community events:
  - 1. Trunk or Treat at Texas Roadhouse on October 30<sup>th</sup> from 4:00 p.m. to 9:00 p.m.
  - 2. Croft’s Halloween Parade on October 28<sup>th</sup> from 11:00 a.m. to 3:00 p.m.

Brief discussion.

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

Discussion.

- Motion Carried, 4 – 0

8. **DONATIONS** – *None unless otherwise noted*  
Tom Lewis Insurance Agency - \$500.00 for Fire Prevention

Comm. Longi made a motion to approve the \$500.00 to be used for Fire Prevention. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0

9. **COMMISSIONERS ITEMS** – *No reports and/or discussions unless otherwise noted.*  
A. Annual Fire District Election Resolution

**RESOLUTION**  
**ARLINGTON FIRE DISTRICT BOARD OF FIRE COMMISSIONERS**  
**ANNUAL FIRE DISTRICT ELECTION**

**BE IT RESOLVED**, by the Board of Fire Commissioners of the Arlington Fire District (“Fire District”) hereby determine that the Annual Election of the Fire District shall be held on December 12, 2023 between the hours of 5:00 p.m. and 9:00 p.m., with polling places at the Red Oaks Mill Fire House, 213 Vassar Road for Wards 1, 2, and 5, and at District Headquarters, 11 Burnett Boulevard for Wards 3, 4, and 6 for the purpose of electing one (1) Fire District Commissioner for a five (5) year term of office commencing January 1, 2024 and continuing through December 31, 2028;

**AND BE IT FURTHER RESOLVED**, that each Candidate shall submit a petition setting forth their desired candidacy for the five (5) year term beginning on January 1, 2024 and ending on December 31, 2028, subscribed by twenty-five (25) qualified voters of the Arlington Fire District to the Secretary of the District, no later than November 22, 2023; and

**AND BE IT FURTHER RESOLVED**, that the following resident Fire District Elector is appointed as the Chairperson of said District Election, **Denes House**;

**AND BE IT FURTHER RESOLVED**, that the following resident Fire District electors are hereby appointed as Election Inspectors for said election:

**Headquarters**  
**Sarajane Inglis**  
**Kimberly Rine**  
**Jennifer Gonzalez**  
**Juliette Minor**

**Red Oaks Mill**  
**Paula Marcotte**  
**Deborah Washburn**  
**Charlene Smart**  
**Eric Bennett**

**AND BE IT FURTHER RESOLVED**, that the Chairperson and Election Inspectors be compensated in the amount of one hundred dollars (\$100.00), according to Town Law §175 for their services and attendance at the annual election;

**AND BE IT FURTHER RESOLVED**, that in case of any of the members appointed herein are unable to assume or perform the duties required of them, the Board of Fire Commissioners appoint the following resident Fire District electors as alternates:

**Michael Helm**

**Barbara Helm**

**AND BE IT FURTHER RESOLVED**, that, the Board of Fire Commissioners authorized the Chief at their September 5, 2023 meeting to add additional individuals if he feels the need to implement COVID-19 protocols during the election; the individuals shall be approved by the Chief in advance as clerical help, the individuals shall be trained and will be compensated in the amount of one hundred dollars (\$100.00) according to Town Law §175, for their services, and shall work

under the direction of the Chairperson of the Fire District Board of Elections in accordance with the established COVID-19 protocols:

**Headquarters**  
**To be determined**

**Red Oaks Mill**  
**To be determined**

**AND BE IT FURTHER RESOLVED**, that, the Fire District Secretary is instructed to request a list of registered voters in the Arlington Fire District as of November 20, 2023 from the Dutchess County Board of Elections;

**AND BE IT FURTHER RESOLVED**, that, the notice of election shall be published in the Poughkeepsie Journal, no earlier than November 8, 2023 and no later than November 15, 2023.

Comm. Longi made a motion to approve (the Resolution). Seconded by Comm. Van Itallie.

- Motion Carried, 4 – 0

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B. 2024 BUDGET

1. 2024 Budget Tax Levy Limit Resolution for consideration

**2024 - TAX LEVY LIMIT**

**WHEREAS**, the Board of Fire Commissioners (“Board”) of the Arlington Fire District (“Fire District”), have duly and carefully considered the public safety and fire protection needs of the residents and taxpayers of the Fire District in preparing the Fire District budget for the fiscal year 2024; and

**WHEREAS**, after such careful consideration, the recurring, regular and other operating costs and obligations of the Fire District require it to exceed the tax levy limit imposed on the Fire District pursuant to General Municipal Law 3-c in order to maintain the level of fire protection and emergency services to the residents and taxpayers of the Fire District which is in the best interests of such residents and taxpayers as determined by the Board of Fire Commissioners of the Fire District, and

**WHEREAS**, under General Municipal Law 3-c subdivision 5, a fire district may annually adopt a resolution to override the annual tax levy limit, which resolution must be approved by 60 percent of the total voting power of the Board of Fire Commissioners prior to the adoption of its proposed and or final budget.

**NOW, THEREFORE IT RESOLVED**, that pursuant to the authority of Section 3-c subdivision 5 of the General Municipal Law, after careful consideration of the recurring, regular and other operating costs and obligations of the Fire District, in order to maintain the level of fire protection and emergency services to the residents of the Arlington Fire District, and prior to the adoption of its proposed and or final budget, the Board of Fire Commissioners of the Arlington Fire District does hereby override the annual tax levy limit for the coming 2024 fiscal year.

Comm. Van Itallie made a motion to approve (the Resolution). Seconded by Comm. Longi.

- Motion Carried, 4 – 0

Treasurer Passikoff requested a roll call for the resolution. Vice Chairman Chiumento said it passed 4 – 0, but asked each Commissioner for their vote. All were in favor.

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2. Subject to certain restrictions, make changes, alterations, and revisions to proposed budget (Town Law §181 [3][b]) on or before November 4<sup>th</sup>.
3. Adopt Fire District Annual Budget (Town Law §181 [3][b]) on or before November 4<sup>th</sup>.

Comm. Van Itallie made a motion to adopt the 2024 operating budget in the amount of \$25,042,850 of which \$23,507,850 is to be raised by taxes. Seconded by Comm. Longi.

Brief discussion.

ROLL CALL:

Comm. Longi – “Aye”  
Comm. Chiumento – “Aye”  
Comm. Van Itallie – “Aye”  
Comm. Valdez – “Aye”  
Comm. Dore – (absent)

- Motion Carried, 4 – 0

10. **DISTRICT STAFF ITEMS**

- A. Chief William Steenbergh
  1. HQ Sewer Update: proposals were reviewed by himself and the Engineer. Lowest proposal met the requirements and will begin work this coming Wednesday. Requesting the Board consider a permissive referendum to not exceed \$35K from the Capital Improvement Reserve Fund to fund the sewer repairs at HQ as specified in the RFP.

Comm. Van Itallie made a motion to approve a permissive referendum not to exceed \$35K from the Capital Improvement Reserve Fund to fund the sewer repairs at HQ. Seconded by Comm. Longi.

Brief discussion.

- Motion Carried, 4 – 0

2. Requesting the Board to purchase an additional fifty (50) hours of Attorney hours at the discounted rate.

Comm. Van Itallie made a motion to purchase a block of fifty (50) hours from our Attorney. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

3. The new Fire Equipment Mechanic begins his training and orientation this Wednesday and will be with the Training staff and Business Office the remainder of the week. Will start the Shop on Monday.
4. Requesting permission to request a Lieutenants promotional list from Civil Service to start the process. Will discuss dates and who the interview panel will be at the next meeting.  
OK'd by the Board.
5. Invited to attend a meeting with Assemblymember Barrett. They discussed the Central Hudson billing issues. She is the Chairperson of the Energy Committee in Albany and offered to help facilitate a meeting with Central Hudson to resolve the outstanding billing issues. They also discussed the sunseting of the Fire District EMS billing and how that presented issues with Arlington as we try to figure out a path forward for ambulance service. She committed to discuss with her upstate caucus. (either to push out or eliminate that date).

B. Assistant Chief Eric Philipp – No report.

C. Director of EMS David Violante

1. Attended the EMS Vital Signs Conference in Syracuse and obtained a lot of information. Thanked the Board for allowing him to attend.

D. Treasurer James Passikoff

1. Vice Chairman Chiumento acknowledged receipt of the Treasurer's September 30, 2023 Financial Report for the District.
2. Reported that he will submit the tax cap form to the NYS Comptroller.
3. Should have the AUD done by Friday and submitted to Albany.

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. George Finn: “NYS Building Officials Conference: In-Service Training”, November 8, 2023 in Poughkeepsie. (\$120 registration)
- B. “ACLS - EP”, October 13, 2023 at ROM. (No cost)
  - 1. Chris Mills
  - 2. Justin Carlon
- C. “Rope Rescue Operations”, October 30 – November 2, 2023 in Poughkeepsie. (No cost, grant funded)
  - 1. Justin Drum
  - 2. Joseph Bedetti
  - 3. Christopher Weiner
  - 4. William Morrissey
  - 5. James McGoldrick
  - 6. James Merritt

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

- A. Joseph Moore: “Fire Department Instructors Conference”, April 16 - 20, 2024 in Indianapolis, Indiana. (No cost)

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

- Motion Carried, 4 – 0

12. **ITEMS FOR EXECUTIVE SESSION**

- A. Chief Steenbergh – two (2) 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.

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

- Motion Carried, 4 – 0

The Board adjourned to Executive Session at 7:32 p.m.

13. **EXECUTIVE SESSION**

The Board came out of Executive Session at 8:17 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. Van Itallie.

- Motion Carried, 4 – 0

Meeting adjourned at 8:17 p.m.

Respectfully Submitted,

Renee O’Neill  
District Secretary



# BOARD OF FIRE COMMISSIONERS MEETING PUBLIC ATTENDANCE SHEET

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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.

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DATE OF MEETING: 10/23/23
