



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"

BOARD OF FIRE COMMISSIONERS MEETING MINUTES February 22, 2021

ATTENDEES:

Comm. Ralph Chiumento, Jr. – Chairman
Comm. Bruce Griffing, II
Comm. Peter Valdez – Vice Chairman – (absent)
Comm. Peter Longi
Comm. Richard Dore

Chief: William Steenbergh
Assistant Chief: Eric Philipp
Director of EMS: David Violante
District Secretary: Renee O'Neill
Treasurer: James Passikoff

Chairman Chiumento 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.

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. **ABSTRACT APPROVAL**

A motion was made by Comm. Griffing to approve Abstract 21-2B. This consists of \$0 in paid bills with a total of 0 checks and \$336,704.23 in unpaid bills with a total of 59 checks for a grand total of \$336,704.23, totaling 59 checks. Seconded by Comm. Dore.

- Motion Carried, 4 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. **February 1, 2021 Board of Fire Commissioners' Meeting**

A motion was made by Comm. Longi to approve and accept the minutes.
Seconded by Comm. Griffing.

- Motion Carried, 4 – 0

B. Chairman Chiumento acknowledged the February 1, 2021 Board of Fire Commissioners meeting transcript.

C. **February 12, 2021 Board of Fire Commissioners' Special Meeting**

Chairman Chiumento reported that there were only three in attendance for that meeting and one of the attendees is absent tonight. Recommended tabling the approval of the minutes until the next meeting.

A motion was made by Comm. Dore to table it. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

D. Chairman Chiumento acknowledged the February 12, 2021 Board of Fire Commissioners special meeting transcript.

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

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

1. E-mail dated February 5, 2021 from Glens Falls National Bank regarding “Investment Update”.
2. Received from Glens Falls National Bank – “Statement of Value & Activity” January 2021.
3. E-mail dated February 19, 2021 from Glens Falls National Bank regarding “Investment Update”.

B. District Inspections – Comm. Longi & Comm. Griffing

C. District Officers / Chief Liaison – Comm. Chiumento & Comm. Dore

D. EMS & Paramedic Liaison – Comm. Valdez & Comm. Griffing

E. Public Relations – Comm. Chiumento & Comm. Dore

F. Equipment Maintenance – Comm. Valdez & Comm. Griffing

G. Buildings and Grounds – Comm. Longi & Comm. Dore

H. Capital Equipment – Comm. Chiumento & Comm. Dore

I. Union Negotiations & Contract – Comm. Chiumento & Comm. Griffing

J. Career Staff Liaison – Comm. Dore & Comm. Chiumento

K. Volunteer Recruitment – Comm. Valdez & Comm. Griffing

L. District Safety & Health – Comm. Griffing & Comm. Dore

M. Strategic Plan – Comm. Longi & Comm. Valdez

N. Finance Committee – Comm. Chiumento & Comm. Griffing

O. IT Operations Committee – Comm. Griffing & Comm. Longi

- P. Croft Lease – Comm. Valdez & Comm. Longi
- Q. Rochdale Lease – Comm. Chiumento & Comm. Longi

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

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

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

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

- A. Credit Card change authorization to update the credit card holders with M & T Bank with a total of \$35K credit line. (*Removing Adam Packer and replacing with Heather Hastie*)
 - A. James Passikoff - \$10K
 - B. William Steenbergh - \$9K
 - C. Heather Hastie - \$9K
 - D. Thomas J. Burke, Jr. - \$7K

A motion was made by Comm. Longi to approve the credit card authorization change and update. Seconded by Comm. Griffing.

- Motion Carried, 4 – 0

X. **DISTRICT STAFF ITEMS**

- A. Chief – William Steenbergh
 - 1. Board consideration of the “Statement of Work – Volunteer Recruitment Coordinator” for January 1, 2021 – December 31, 2021.

A motion was made by Comm. Griffing to approve the consideration of the “Statement of Work” for the Volunteer Recruitment Coordinator” spot for the year 2021. Seconded by Comm. Dore.

- Motion Carried, 4 – 0

- 2. Board consideration of the updated “Code of Ethics Policy”; updated to remove the Account Clerk and add the Personnel Administrator; also added the Director of EMS since he signs certain contracts on behalf of the District.

A motion was made by Comm. Longi to approve the updated “Code of Ethics Policy”. Seconded by Comm. Griffing.

- Motion Carried, 4 – 0

- B. Assistant Chief – Eric Philipp
 - 1. OSHA training for 2021 was held and had 12 – 14 members attend. 2nd Tuesday of March, the second training is scheduled.
- C. Director of EMS David Violante
 - 1. 118 eligible for COVID vaccine; approximately 80% requested it and 62% are complete.
- D. Treasurer James Passikoff
 - 1. Working on year end reports; should have by 2nd meeting in March.
 - 2. Audit is ready to issue draft; should have by 1st or 2nd meeting in March.

XI. **SCHOOL REQUESTS**

The following member(s) have been approved by Chief Steenbergh to attend the following school request(s) in advance of the Board of Fire Commissioners meeting and are located inside or outside of Dutchess County; is either contractually required or required to maintain certification; and have a registration cost of no more than \$100. For Commissioners notification purposes only:

- A. David Violante: “PWW HIPAA Proposed Changes What You Need To Know”, February 18, 2021, online. (\$149 registration)
- B. “ACLS”, February 8, 2021 at AFD Station 3. (No cost)
 - 1. Anthony Crandall
 - 2. Timothy Gioia
 - 3. Erin Hanlon
 - 4. Luke Lyons
 - 5. James Palmatier
- C. “PALS”, February 22, 2021 at AFD Station 3. (No cost)
 - 1. Todd Belsky
 - 2. Timothy Gioia
 - 3. Christopher Rinck
 - 4. Christopher Mills

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

No school requests were submitted for Board consideration.

XII. ITEMS FOR EXECUTIVE SESSION

A. Chief Steenbergh

1. One (1) item 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. Proposed acquisition, sale or lease of real property.

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

- Motion Carried, 4 – 0

The Board adjourned to Executive Session at 7:12 p.m.

XIII. EXECUTIVE SESSION

The Board came out of Executive Session at 7:44 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, a motion was made by Comm. Dore to adjourn the meeting. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

No time given 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: 2-22-21
