



Arlington Fire District

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For Emergencies
DIAL 911

"Safeguarding Our Community"

BOARD OF FIRE COMMISSIONERS MEETING MINUTES November 1, 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. Dore to approve Abstract 21-11A. This consists of \$8,365.80 in paid bills with a total of 6 checks and \$28,440.13 in unpaid bills with a total of 29 checks for a grand total of \$36,805.93, totaling 35 checks. Seconded by Comm. Griffing.

- Motion Carried, 4 – 0

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. October 18, 2021 Board of Fire Commissioners' Meeting

A motion was made by Comm. Longi to approve the October 18, 2021 Board of Fire Commissioners' meeting minutes. Seconded by Comm. Dore.

- Motion Carried, 4 – 0

B. October 20, 2021 Public Hearing – 2022 Proposed Budget

A motion was made by Comm. Griffing to approve the October 20, 2021 Public Hearing – 2022 Proposed Budget minutes. Seconded by Comm. Dore.

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

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

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

1. Received the PenFlex Agreement for 11/01/2021 – 10/31/2022.
(No changes from 2020).

Standard Services Fee Schedule:

Base Fee: \$3,700

Per Participant Fee: \$19

Payment Certification and Trustee Directive Letters: \$75 per letter

Total Estimated Standard and Distribution Services Fee: \$6,300

Preparation of Financial Statement Disclosures Options:

NYS LOSAP Audit Package: \$495

GASB 73 Package: \$950

A motion was made by Comm. Griffing to approve the agreement with PenFlex for 11/01/2021 – 10/31/2022 to include all the Standard Services and the NYS LOSAP Audit Package and GASB 73 Package. Seconded by Comm. Dore.

- Motion Carried, 4 – 0

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*

- A. Received “Fire District Affairs – October / November 2021”.
- B. Received October 28, 2021, Eric Philipp’s letter of intent to run for Assistant Chief for 2022.

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

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

Received \$500 from Mid Hudson Construction Management for the refurbishment of the Firefighters Memorial at Headquarters.

A motion was made by Comm. Dore to accept the \$500 from Mid Hudson Construction Management. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

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

- A. 2022 Budget
 - 1. Subject to certain restrictions, make changes, alterations and revisions to proposed budget (Town Law §181 [3][b]) on or before November 4th.

Chairman Chiumento briefly discussed some of the small modifications to the budget that the Finance Committee made since the public hearing and tonight; the NYSHIP numbers have not come in yet and we are estimating what’s in the budget; moved money out of the pension to HQ building maintenance. Approximately \$30K.

- 2. Adopt Fire District Annual Budget (Town Law §181 [3][b]) on or before November 4th.

A motion was made by Comm. Griffing to approve the Fire District Annual Budget for 2022 in the amount of \$20,368,700 of which \$19,414,700 is to be raised by real estate taxes. Seconded by Comm. Longi.

ROLL CALL:

Comm. Chiumento – “Aye”
 Comm. Griffing – “Aye”
 Comm. Valdez – (absent)
 Comm. Longi – “Aye”

Comm. Dore – “Aye”

- Motion Carried, 4 – 0

X. **DISTRICT STAFF ITEMS**

A. Chief William Steenbergh

1. RE: Mid Hudson Construction Management – refurbished our old firehouse on Main Street into apartments and thanked them for preserving the history of that building. Commemorated with a plaque on the front of the building. Ceremony was very well received and thanked them for the \$500 donation to refurbish our firefighter monument at HQ.
2. Hearts of Heroes TV crew finished up filming at Red Oaks Mill firehouse. It went exceptionally well and members were asked to film segments. They advocate for firefighters and emergency services. It was good for the community and for AFD.

B. Assistant Chief Eric Philipp – No report

C. Director of EMS David Violante

1. Continue to work with supply chain issues; OK for now.

D. Treasurer James Passikoff

1. Chairman Chiumento acknowledged receipt of the Treasurer’s September 30, 2021 Financial Report for the District.

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. Joseph Myers: “ACLS Refresher”, October 30, 2021 at Mobile Life HQ. (\$125 registration)

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

There were no school requests 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. One (1) item for collective negotiations pursuant to article fourteen of the civil service law.

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 7:15 p.m.

XIII. EXECUTIVE SESSION

The Board came out of Executive Session and returned to Open Session.

XIV. OPEN ITEMS

There were no items as a result of Executive Session.

Chairman Chiumento reported that the school request outlined on the agenda should be voted on since the cost is \$125. The wording will get rectified at some point because if it's contractually required, the cost shouldn't matter.

A motion was made by Comm. Dore to approve Joseph Myers: "ACLS Refresher", October 30, 2021 at Mobile Life HQ for \$125 registration. Seconded by Comm. Longi.

- Motion Carried, 4 – 0

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

- Motion Carried, 4 – 0

Meeting adjourned at 8:08 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: 11-1-21

Philip Van Italie	