



Arlington Fire District

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For Emergencies
DIAL 911

"Safeguarding Our Community"

Due to the inclement weather, the Arlington Fire District Board of Fire Commissioners conducted their scheduled meeting for Monday, February 1, 2021 at 7:00 p.m., online and telephonically using the teleconferencing platform "Zoom". The public had the opportunity to see and hear the meeting live and submit public comments prior to the meeting via e-mail to contactus@afd.org.

BOARD OF FIRE COMMISSIONERS MEETING MINUTES February 1, 2021

ATTENDEES:

Comm. Ralph Chiumento, Jr. – Chairman
Comm. Bruce Griffing, II
Comm. Peter Valdez – Vice Chairman
Comm. Peter Longi
Comm. Richard Dore – (logged in at 7:03 p.m.)

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 recited the Pledge of Allegiance.

I. PUBLIC COMMENT PERIOD

A. Chairman Chiumento discussed the public comment that was submitted through contactus@afd.org prior to the meeting. No action was taken by the Board.

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

III. ABSTRACT APPROVAL

The Board deferred approval of the Abstract due to the snowstorm and the review by Comm. Longi prior to the meeting could not be done.

Comm. Dore logged in at 7:03 p.m.

IV. **APPROVAL OF PREVIOUS MEETING MINUTES**

- A. January 25, 2021 Board of Fire Commissioners Meeting & Meeting Transcript

A motion was made by Comm. Longi to approve the Board of Fire Commissioners Meeting Minutes & Meeting Transcript from January 25, 2021. Seconded by Comm. Griffing.

- Motion Carried, 5 – 0

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

- A. Service Awards – Comm. Valdez & Comm. Dore
- 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
 - 1. Application ready for Board approval: Jessica Martin, FF, Croft Corners Fire Company – (*out of District*)

A motion was made by Comm. Valdez to approve Jessica Martin, FF, Croft Corners Fire Company – (*out of District*). Seconded by Comm. Griffing.

- Motion Carried, 5 – 0

- 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*

- A. E-mail dated January 26, 2021 from Jim Beretta to the Board of Fire Commissioners regarding a FOIL appeal for redactions made to the Group Assignment Sheet.

A motion was made by Comm. Griffing to follow the Attorney's advice and send out the revised version. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

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

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

X. **DISTRICT STAFF ITEMS**

A. Chief – William Steenbergh

1. Senator Schumer’s office contacted us regarding the second round of a Federal Grant Program for PPE related to COVID that was submitted in November 2020 (the AFG Supplemental). We were awarded \$51,690.48 of which \$46,991.35 is the Federal share and \$4,699.13 is AFD’s contribution. It is for personal protective equipment (PPE) only related to COVID, including cleaning, sterilizing and disinfecting supplies.

A motion was made by Comm. Dore to accept the Grant. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

2. Updated the Credit Card Policy and the Expense Reimbursement Policy. Attorney reviewed and there are no substantial changes; amended to remove “Account Clerk” and add “Personnel Administrator”; ready for Board discussion or action. Working on the Code of Ethics and Procurement Policy.

A motion was made by Comm. Chiumento to approve the Credit Card Policy and the Expense Reimbursement Policy. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

3. Need to schedule Lieutenant interviews prior to the next meeting and the Chairman to select two Commissioners for the Committee to be part of the interview process.
Comm. Valdez and Comm. Dore will be part of the interview process. Looking at the 10th or the 11th.
4. Credit Card – recommends the card issued to Adam Packer be changed to Heather Hastie with the same credit card limit.

B. Assistant Chief – Eric Philipp

1. Training scheduled for this Saturday.

- C. Director of EMS David Violante
 - 1. Continue to push forward with COVID cases; there is a decline generally, but still a lot of calls. Gloves are getting difficult to obtain and costs are going up; three strains of COVID going around. FF/Paramedic John Cox still getting vaccines scheduled.
- D. Treasurer James Passikoff
 - 1. Too early in the month for financial report.
 - 2. RE: Credit Card – brief discussion; will need a Board resolution to change names and authorize a credit limit.

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. Heather Hastie: “NYS Comptrollers Training”, March 9 – 11, 2021 & April 13 – 14, 2021, online. (\$170 registration)

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. Three (3) related to the employment history of individuals
 - 2. One (1) related to collective bargaining

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

- Motion Carried, 5 – 0

The Board adjourned to Executive Session at 7:21 p.m.

XIII. EXECUTIVE SESSION

The Board came out of Executive Session at 7:37 p.m. and returned to Open Session.

XIV. **OPEN ITEMS**

As a result of Executive Session, a motion was made by Comm. Longi to approve the Memorandum of Agreement with the Union. Seconded by Comm. Dore.

- Motion Carried, 5 – 0

As a result of Executive Session, a motion was made by Comm. Longi to promote Lt. Caulfield to the provisional rank of Captain with a date to be determined by the Chief. Seconded by Comm. Griffing.

- Motion Carried, 5 – 0

As a result of Executive Session, a motion was made by Comm. Dore to promote Lt. Goldstein to the provisional rank of Captain with a date to be determined by the Chief. Seconded by Comm. Longi.

- Motion Carried, 5 – 0

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

- Motion Carried, 5 – 0

Meeting adjourned at 7:40 p.m.

Respectfully Submitted,

Renee O'Neill
District Secretary

NOTE: There is no public sign in sheet available due to this meeting being audio/video conferenced. There were a total of 14 participants which included the attendees noted at the beginning of the meeting and 4 others who logged into Zoom to watch or listen to the meeting.