



Arlington Fire District

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For Emergencies
DIAL 911

“Safeguarding Our Community”

BOARD OF FIRE COMMISSIONERS MEETING MINUTES February 10, 2025

ATTENDEES:

Comm. Richard Dore – Chairman
Comm. Ralph Chiumento, Jr. – Vice Chairman – (absent)
Comm. Peter Valdez
Comm. Phil Van Itallie
Comm. Sean Jackson

Chief: William Steenbergh
Deputy Chief: Adam Kangas
Assistant Chief: Eric Philipp – (absent)
Director of EMS: David Violante
District Secretary: Renee O’Neill
Treasurer: James Passikoff – (absent)

Chairman Dore opened the Arlington Fire District Board of Fire Commissioners’ meeting at 6:00 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.*

Chairman Dore reported that this is Chief Steenbergh’s last meeting as he will be retiring on the 21st. He noted that Chief Steenbergh was appointed on June 14, 1990, promoted to Lieutenant on April 9, 2003, promoted to Captain on September 15, 2008, promoted to Deputy Chief on January 22, 2019 and promoted to Chief on March 27, 2019. His retirement date will be February 21, 2025. On behalf of the Board of Fire Commissioners, he wished him good luck and a long, healthy and happy retirement.

3. **ABSTRACT APPROVAL**

Comm. Van Itallie made a motion to approve Abstract 25–2A – Croft Corners. This consists of \$0 in paid bills with a total of 0 checks and \$5,500.02 in unpaid bills with a total of 1 check for a grand total of \$5,500.02, totaling 1 check. Seconded by Comm. Valdez.

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

Comm. Van Itallie made a motion to approve Abstract 25–2A. This consists of \$9,030.83 in paid bills with a total of 2 checks and \$148,478.51 in unpaid bills with a total of 33 checks for a grand total of \$157,509.34, totaling 35 checks. Seconded by Comm. Valdez.

- Motion Carried, 4 – 0 – 0

4. **APPROVAL OF PREVIOUS MEETING MINUTES**

A. January 27, 2025 Board of Fire Commissioners' Meeting

Chairman Dore reported that this will be tabled until we have a quorum to approve. Himself and Comm. Valdez were absent from that meeting.

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

Chairman Dore assigned two Commissioners to each committee as noted below.

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

1. Received February 3, 2025, Engine Co. #1, Red Oaks Mill Fire Company, Rochdale Fire Company and Croft Corners Fire Company 2024 LOSAP Points Certifications. *(BOFC to approve so the Service Award Administrators can post for the required thirty (30) days)*

Comm. Valdez made a motion to approve so the Service Award Administrators can post for the thirty (30) days. Seconded by Comm. Jackson.

- Motion Carried, 4 – 0 – 0

2. Chairman Dore reported that Comm. Jackson, Comm. Chiumento and Comm. Valdez will be signing a conflict of interest as it relates to LOSAP because they participate in the program. However, in a Fire District where forty (40%) percent or more of the members are volunteer firefighters and members of the District fire department/company, the volunteer firefighter/commissioners are permitted to vote on LOSAP matters. If less than forty (40%) percent, they cannot vote on LOSAP resolutions. Comm. Valdez and Comm. Jackson's letters are attached to the meeting minutes.

B. District Inspections – Comm. Dore & Comm. Jackson

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

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

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

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

- G. Buildings and Grounds – Comm. Dore & Comm. Van Itallie
- H. Capital Equipment – Comm. Van Itallie & Comm. Jackson
- I. Union Negotiations & Contract – Comm. Chiumento & Comm. Dore
- J. Career Staff Liaison – Comm. Chiumento & Comm. Dore
- K. Volunteer Recruitment – Comm. Valdez & Comm. Jackson
- L. District Safety & Health – Comm. Dore & Comm. Valdez
- M. Strategic Plan – Comm. Van Itallie & Comm. Valdez
- N. Finance Committee – Comm. Chiumento & Comm. Van Itallie
- O. IT Operations Committee – Comm. Dore & Comm. Jackson
- P. Croft Lease – Comm. Valdez & Comm. Van Itallie
- Q. Rochdale Lease – Comm. Chiumento & Comm. Van Itallie

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

- A. Received “Fire District Affairs”: February – March 2025.

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

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

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

Chairman Dore reported that the new AFD website is up and running. www.afd.org

10. **DISTRICT STAFF ITEMS**

A. Chief William Steenbergh

- 1. It has been an honor and privilege to be able to retire as Chief of the Department. Thanked the Board of Fire Commissioners, the Local, the Officers of the Department and the volunteers for the dedication, support and work to make AFD one of the best in the Hudson Valley.

B. Deputy Chief Adam Kangas

- 1. Board to authorize the amount not to exceed \$350,000 of out of the Employee Benefit Accrued Liability Fund for retirement payouts.

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

- Motion Carried, 4 – 0 – 0

C. Assistant Chief Eric Philipp – (absent)

- D. Director of EMS David Violante
 - 1. Continue to look for a reduction in medical costs with a variety of medical vendors. Products and availability are limited because the tariffs have increased the costs by 10% - 20%.

- E. Treasurer James Passikoff – (absent)
 - 1. Chairman Dore reported that no financial reports have been received.

11. **SCHOOL REQUESTS**

Deputy Chief Kangas reported that he has one school request to add. He is requesting two members to attend “Technical Rescue Leadership Forum”, March 21 – 23, 2025 in Oriskany, NY. No backfill. Hotel and meals will be needed.

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

- Motion Carried, 4 – 0 – 0

12. **ITEMS FOR EXECUTIVE SESSION**

- A. Deputy Chief Kangas – 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.

- B. Comm. Dore – 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.

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

- Motion Carried, 4 – 0 – 0

The Board adjourned to Executive Session at 6:12 p.m.

13. **EXECUTIVE SESSION**

The Board came out of Executive Session at 6:38 p.m. and returned to Open Session.

14. **OPEN ITEMS**

Comm. Dore read the Statement of Work for the Volunteer Recruitment Coordinator. (attached)

Comm. Valdez made a motion to approve Lisa Jackson's Statement of Work. Seconded by Comm. Van Itallie.

Discussion. Comm. Van Itallie requested that the Board gets status updates on who is coming in or going out. The rest of the Board said that anything he wants, Lisa can provide, just ask.

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

Chairman Dore reported that the next Board of Fire Commissioners meeting scheduled for February 24, 2025 at 6:00 p.m. will be held at Red Oaks Mill because they will be doing the promotion ceremony.

With no further business to conduct, Comm. Van Itallie made a motion to adjourn the meeting. Seconded by Comm. Jackson.

- Motion Carried, 4 – 0 – 0

Meeting adjourned at 6:38 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: 2/10/25
