

Work Session

July 9, 2012

PRESENT: Commissioners:  
J. Klosowski, Chairman  
K. Clair  
G. Schramek  
R. Tofte

P. Frische, Secretary

The work session was called to order by Chairman J. Klosowski at 7:00 PM. The monthly vouchers were circulated for signature by all commissioners present.

State of the District document was discussed. Commissioners present also reviewed plans for the back room.

With no further business, a motion was made by K. Clair and seconded by R. Tofte to adjourn the meeting. The motion was approved by all commissioners presents.

Respectfully submitted,

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Patricia Frische  
Secretary, BSEJFD

Regular Meeting

July 11, 2012

PRESENT: Commissioners:

K. Clair  
R. Tofte  
G. Schramek

P. Frische, Secretary  
M. Liguori, Counsel  
M. Miller, Treasurer  
Chief D. O'Hara  
1st Asst. Chief Rieg  
2<sup>nd</sup> Asst Chief Ratajack  
Pres. V. Butler

The meeting was called to order by Chairman J. Klosowski at 7:00 PM.

A **MOTION** was made by J. Klosowski and seconded by R. Tofte to approve the minutes of the May 09 meeting. The motion was approved by all commissioners present (T. Palmer, K. Clair absent).

A **MOTION** was made by K. Clair and seconded by R. Tofte to approve the minutes of the June meeting. The motion was approved by all commissioners present.

After reviewing all the bills presented by the treasurer, a **Motion** was made by K. Clair and seconded by G. Schramek to approve payment for all bills. The motion was approved by all commissioners present. Vouchers included voucher #'s 07 01 to 07 58, A200 totaling \$3,962.74, A400 \$60,073.80 and A900 totaling \$45,000.00.

M. Miller stated that she has been advised by the auditors that the capital reserve fund may not be used for the blacktop. It may be beneficial to establish another account (A second capital reserve fund) to pay for emergency type repairs. There is already a capital reserve fund for equipment. The auditors will be invited to the next meeting. Discussion also took place regarding the awarding of raises in August.

A letter was read from Michael Miller who states he resides in Brewster. A copy of his driver's license was attached showing his address at 315 Tonetta Lake Rd.

Chief O'Hara states his computer is up and running. Regarding the Main Station, K. Clair stated the weeds have been cut and the flower bed is completed. Lighting in the basement has to be upgraded. The generator has been fixed by Southeast Mechanical. The bids on the drain at Station 1 are still forthcoming.

K. Clair states that equipment damaged in the storage unit fire has been ordered. Scott Packs are completed. Air bottles are going out for hydrotesting. The Fire Prevention Open House will be October 14 beginning at noon. R. Tofte stated the sweatshirts are being ordered tomorrow.

K. Clair stated that, in regard to insurance claims, D. Pascale had submitted a workers' comp claim that was missing information and will be resubmitted.

M. Liguori states he has drafted a workplace violence and sexual harassment policy. He is condensing the document to be put in a three ring binder. Discussion took place regarding the age limitation currently imposed on drivers. He is researching case law regarding this. The next hearing date on the Michael Miller case is July 29.

Regarding LOSAP, R. Tofte states that the insurance company suggested that there should be two administrators. Apparently there are issues with some members not receiving payment and some receiving the wrong amount.

R. Tofte states 11-2-5 and 11-8-1 are at Gowans Knight with 11- 2- 5 getting a gas tank and 11-8-1 having brakes done. 11-8-4 will go out within 2 weeks. He will also take pictures of the fire pump. A representative from Horton ambulance will due a presentation some time after August 6.

K. Clair states all flow testing is done on Scott Paks. Hose testing will take place July 31.

Regarding Special Projects, R. Tofte stated the work on the Station 1 awning will begin on July 18 and take 2-3 weeks. Preliminary plans for the back room were presented on Monday. Bids will go out in August.

G. Schramek spoke to Mahopac Marina in regard to a prospective buyer for one of the boat motors.

Chief O'Hara stated that the Live Burn scheduled for July 21 will probably be cancelled and that J. Daday will be advised to plan one for the fall, not the summer.

Use of the Bail Out Inspection Log will begin with the class on July 29.

Car reports, Drill reports and minutes from officers' meeting were submitted.

T. Palmer has the final list for the Baltimore trip. R. Tofte stated the hotel wants 24 hr notice if an attendee is changed.

A **MOTION** was made by K. Clair and seconded by R. Tofte to approve A.Barnes' and F. Rondinone's return to service as well as accept A.King's being out of service, medical. The motion was approved by all commissioners present.

A critique will be held July 16 at headquarters for the Bob's storage fire. Discussion took place regarding the damage done by a mutual aid pumper to the lawn and sidewalk near the pond. Allied water claims that an 8" main broke as a result of using the hydrants. The owner has been advised to discuss this with Uncle Bob's Storage Unit's insurance company. G. Schramek suggested keeping M. Liguori apprised of this issue.

Chief Ratajack stated Capt Fanelli and Chief Gagliardo from Putnam Lake have a powerpoint presentation for the debriefing. The chiefs will have a meeting on July 15 with certain members and two captains. Chief O'Hara questioned how, if someone lives outside the district, can that person still be a member. M. Liguori states that, according to the bylaws, a person's membership may come into question based on their points.

Discussion took place regarding Sean Goodwin's leave of absence and the return of his equipment. A letter was sent in February from the BSEJFD requesting the return of equipment. M. Liguori will send a follow-up letter. G. Schramek stated legal recourse should be considered. According to the bylaws, M. Liguori states he may be ejected for nonpayment of dues.

Discussion also took place considering the addition of a bylaw regarding out of district residency. This would be discussed at a department meeting before the membership.

Chief Ratajack stated perhaps there should be a quarterly review of points for members. K. Clair states that a letter of requesting a leave of absence should be rejected until all equipment is returned.

Chief O'Hara stated that the three chiefs are working well together. He also stated it is unfair to compare himself and Chief Ratajack with Chief Rieg. They cannot commit the same amount of time as Chief Rieg. He stated that he would like it to be clear that they are working well together. Chief Ratajack stated that a phone call would suffice and there was no need for a formal letter requesting a meeting.

Chief O'Hara stated that he spoke with J. Klosowski. K. Clair stated the chiefs are expected to be at the meetings. Chief O'Hara stated he cannot be at each meeting. G. Schramek stated the concerns were that communication is not forthcoming to the board. For example, he asked for the quarterly evaluations of officers. Chief Ratajack stated he has been doing quarterly evaluations. There will be a quarterly review of two captains in particular this Sunday. G. Schramek stated that BSEJFD is not aware of this taking place and that there is a lack of communication between the chiefs and the board of commissioners. G. Schramek stated that informal conversation may result in only one commissioner knowing what is going on. Attendance at meetings is the proper communication venue. These expectations were made clear before the chief's election. Chief Ratajack states that the three chiefs speak all the time. G. Schramek reiterated that communication has to take place along the proper lines. Chief O'Hara asked for the board's confidence in the chiefs doing their job.

V. Butler was denied ordering from Staples. It is the department's expense. Elizabeth Cahill from FASNY will do a 90 minute presentation on recruitment and retention which will be shared with the media. A **MOTION was** made by R. Tofte and seconded by G. Schramek to approve use of the main hall at headquarters on Sept 20 for this presentation. The motion was approved by all commissioners present.

A **MOTION was** made by G. Schramek and seconded by K. Clair to appoint R. Tofte as a second administrator of the LOSAP program. The motion was approved by all commissioners present.

A **MOTION was** made by R. Tofte and seconded by K. Clair to extend John Nelson's salary an additional \$2,500.00. The motion was approved by all commissioners present.

A **MOTION was** made by K. Clair and seconded by R. Tofte to extend Joe Dexter's salary an additional \$6,500.00. The motion was approved by all commissioners present.

A **MOTION was** made by K. Clair and seconded by R. Tofte to accept membership applications from Marie DeLawder, Eric Kesper and Roger Austin. The motion was approved by all commissioners present.

K. Clair stated 11-8-5 is back for the parade tomorrow. It will go back to Lisi's for air conditioning. The tires on 11-4-1 are done.

As per K. Clair, Technical Fire Service charges \$225.00 for pump testing. Nine pumps will cost \$2025.00. Each truck takes an hour and the service will take place here. Ladder testing (11-5-1) will cost \$575.00, the ground ladders are \$40 each. There is a \$1.00 cost for each heat label. Waterway test is \$125.00. Fluid test costs \$175.00 and includes hydraulic fluids, motor fluids. Total cost will be \$2000.00.

A **MOTION was** made by K. Clair and seconded by G. Schramek to approve the use of Technical Fire Services. The motion was approved by all commissioners present.

A **MOTION was** made by G. Schramek and seconded by K. Clair to go into executive session at 9:30. The motion was approved by all commissioners present.

The meeting was resumed and, there being no further business to discuss, was adjourned at 9:45.

Respectfully submitted

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Patricia Frische  
Secretary, BSEJFD