

**BREWSTER-SOUTHEAST JOINT FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
December 26, 2018
MINUTES**

CALL TO ORDER: The meeting was called to order by Chairman John Klosowski at 7:00PM at Brewster Fire Department Substation

ATTENDANCE:

Commissioners: John Klosowski, A. Gerald Schramek, Kenneth Clair, Jr. and Steven Kaufman

Chief Moe DeSantis

1st Asst Chief Michael Bizzaro

2nd Asst Chief Thomas Giambattisto

Meg Miller – District Treasurer

Jamie Spillane, Esq. - District Legal Team

OATH OF OFFICE: The three newly nominated chiefs of the department for the year 2019 were given their respective oath of office by Chairman Klosowski.

VOUCHERS: The presented vouchers were approved by all commissioners present authorizing the payment of same.

CORRESPONDENCE: Correspondence received was read by Ms. Spillane.

COMPUTERS: Commissioner Clair advised that Asst Chief Bizzaro's portable radio was returned and in need of programming; car 11-1-3 needs a new repeater; NYCOMCO is working on installing Danbury FD radio frequency in 11-4-2 and 11-5-1; the alarm system in Station 1 is currently not working but will be repaired.

FACILITIES: Commissioner Clair reported that the contract with Dutchess Overhead Door Co. has been signed and the work will begin soon at Station 1. He also reported that the oven hoods in both station

kitchen areas have been cleaned. The hot water heater in the Main Station's handicapped bathroom has been replaced. Lumar Plumbing and Heating is working on the malfunctioning check valve in Station 1's well system.

FIRE EQUIPMENT: Commissioner Klosowski made a motion, seconded by Commissioner Clair to purchase 4 CO meters for the EMS Company from MES Fire Equipment at a cost of \$146.00 each for a total of \$584.00. Motion passed 4-0.

Commissioner Clair made a motion, seconded by Commissioner Kaufman to purchase 50 pair of gloves at a cost of \$84.00 each from MES Fire Equipment via New York State bid. Motion passed 4-0.

Commissioner Clair made a motion to purchase 50 hoods at a cost of \$41.63 from HiTech , seconded by Commissioner Kaufman. Motion passed 4-0. This purchase is via New York State bid.

Commissioner Kaufman made a motion, seconded by Commissioner Clair to purchase 9 Scott Air Packs with 18 air bottles and 9 face shields at a cost of \$62,667.62 from MES Fire Equipment. This purchase is via New York State bid. Motion passed 4-0.

Commissioner Kaufman made a motion, seconded by Commissioner Clair to purchase 6 Vulcan mdl. 180, 12 volt hand lights from MES Fire Equipment at a cost of \$164.10. This purchase is via New York State bid. Motion passed 4-0.

Commissioner Kaufman made a motion, seconded by Commissioner Clair to purchase a scene lamp for the Fire Police Squad from MES Fire Equipment at a cost of \$620.85. This purchase is via New York State bid. Motion passed 4-0

FIRE ROADS: Commissioner Kaufman reported that progress is being made on the fire road project.

INSURANCE CLAIMS: Commissioner Schramek reported no new claims.

FIRE PREVENTION: Commissioner Clair reported nothing new.

LEGAL CONTACTS: Ms. Spillane discussed the RFPs requested by the Board advertising the duties of the District Treasurer and District Secretary. It was decided that all applicants must submit their resumes to our legal team at Hogan & Rossi by February 13, 2019.

Chief DeSantis reported on research he conducted involving Section 176-11 of Town Law involving the Board's authority to determine the qualifications for Lieutenants and Captains as well as all other fire officers. After a discussion, Ms. Spillane was asked to author an amendment to the District's existing policy and send it to the commissioners for consideration.

The Board asked Ms. Spillane to also develop a policy regarding the District's LOSAP program.

OSHA Mandates: Chief DeSantis reported the following in-service training will be offered: Blood Borne Pathogens (Jan 31, 2019); Hazardous Materials Refresher and Sexual Harassment (Feb 2019); and annual physicals (Feb 24 & 25 and Mar 3 & 4 2019).

Commissioner Klosowski asked Chief DeSantis to aim at increasing the number of drills in 2019. Also, the chief was asked for a drill calendar and the reorganization of a F.A.S.T Team within the fire department.

VEHICLE MAINTENANCE: Commissioner Clair reported that cars 11-1-1 and 11-1-2 will be serviced. Cars 11-1-2 and 11-1-3 will have new snow tires put on.

Ruscon performed necessary repairs on Engine 11-2-5 in the amount of \$5031.10 and routine service costing an additional \$782.00

A motion made by Commissioner Clair, seconded by Commissioner Klosowski was made to purchase back up cameras for both cars 11-1-1 and 11-1-3 at a total cost of \$1169.44 from Sounds Incredible of Danbury, Ct. The cost includes installation. Motion passed 4-0.

RECRUITMENT AND RETENTION: Commissioner Schramek had nothing to report.

PAID EMS: Commissioner Schramek reported all was going well. Asst. Chief Bizzaro will be planning a meeting with interested EMS volunteers in the near future.

FUTURE CAPITAL PROJECT: The proposed upcoming capital project involving the renovation and expansion of the main station was discussed. Commissioner Schramek reported that there may be a meeting with the Village of Brewster as soon as January 8, 2019.

NEW APPARATUS: Commissioners Clair and Klosowski reported attending a skype session with Seagrave personnel discussing the progress of the new pumper. Minor changes were made. The pumper is believed to be delivered in June of 2019.

Commissioners Klosowski and Clair asked Commissioner Schramek to research to purchase of a new one-ton pick up truck to replace car 11-8-3.

TREASURER'S REPORT: Ms. Miller requested the Board authorize a reserve in the amount of \$60,000 to be used as needed to pay any outstanding end of year bills. A motion by Commissioner Klosowski, seconded by Commissioner Clair was made to authorize the reserve as requested by the District's Treasurer. Motion passed 4-0

2019 RE-ORGANIZATIONAL MEETING: The District's reorganizational meeting date has been set for January 2, 2019 beginning at 7:00PM at the Brewster Fire Department Substation.

ADJOURNMENT: Motion by Commissioner Klosowski, seconded by Commissioner Clair was made to adjourn the meeting.
Motion passed 4-0
Meeting Adjourned at 8:37PM

Respectfully submitted:
Commissioner A. Gerald Schramek
Secretary Pro-Tem