

**BREWSTER-SOUTHEAST JOINT FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
FEBRUARY 13, 2019**

CALL TO ORDER: The meeting was called to order at 7:00PM by Commissioner John Klosowski.

ATTENDANCE:

Commissioners: John Klosowski (Chairman)
A. Gerald Schramek (Co-Chairman)
Joseph Toscano
Steven Kaufman
Kenneth W. Clair, Jr (arrived at 7:30PM)

District Treasurer: Margaret (Meg) Miller (arrived at 9:00PM)

Chief Moe DeSantis
1st Asst. Chief Michael Bizzaro
2nd Asst. Chief Thomas Giambattisto
Brewster Fire Department President Jeffrey Bergstrom

Michael Liguori, Esq. - District's Attorney

Chief Justyn Lewis – Lake Carmel Fire Department

David Bruen & Paul Didio - Bruen, Deldin and Didio Insurance Co.

APPROVAL OF MINUTES: January 2, 2019 – Re-Organizational Meeting
January 14, 2019 – Special Meeting

A motion was made by Commissioner Kaufman and seconded by Commissioner Toscano to approve the previous minutes. Motion carried 4-0

PUBLIC COMMENT: None Made

ACCEPTANCE OF BILLS AND SIGNING OF VOUCHERS: Bills were reviewed, vouchers approved and signed by commissioners present.

OPENING PROPOSALS FOR POSITION OF DISTRICT SECRETARY: The District has not received any applicants for this position. It will be re-advertised.

OPENING PROPOSALS FOR POSITION OF DISTRICT TREASURER: The commissioners received one applicant for this position – Margaret (Meg) Miller.

A motion was made by Commissioner Klosowski and seconded by Commissioner Toscano, to appoint Margaret (Meg) Miller District Treasurer for 2019. Motion passed 4-0

SECRETARY TO THE CHIEF: A discussion was held regarding canvassing the members of the fire department to fill the position of secretary to the chief. The open position shall be advertised by posting an announcement in both firehouses.

APPROVAL OF INSURANCE COMPANY: Mr. Paul Didio and Mr. David Bruen of Bruen, Deldin and Didio Insurance Co. of Brewster, N.Y. presented information concerning insurance coverage for District assets. They reported that the insurance premium is estimated to increase approximately 4% above the current costs. After a discussion, the insurance agents agreed to review the District's coverage in an effort to reduce costs. It was noted that the District's insurance policies are due to expire March 5, 2019 and thus it was important to continue coverage. A motion was made by Commissioner Kaufman and seconded by Commissioner Toscano to retain Bruen, Deldin and Didio Insurance Co. for insurance coverage for 2019, however, the District shall advertise a request for proposals later this year. Motion carried 4-0

COMPUTERS & RADIOS: Commissioner Clair reported the need for a reader and electric lock for the clock room at fire headquarters from Phillips Locksmith at a cost of \$2,150. A motion was made by Commissioner Klosowski and seconded by Commissioner Toscano to purchase the aforementioned items. Motion carried 5-0

Commissioner Clair reported receiving the iPads for department vehicles.

Commissioner Clair reported needing to lease portable radios for the new pumper. He recommended leasing 6 portable radios at a cost of \$490 per month from NYCOMCO. A motion was made by Commissioner Clair and seconded by Commissioner Toscano to lease the portable radios as outlined. Motion carried 5-0

Commissioner Clair reported needing to purchase a mobile radio for the new pumper at a cost of \$8,872.50 from NYCOMCO (New York Communications Company). Motion carried 5-0

Chief DeSantis requested the purchase of one model G-1 pager from Unication at a cost of \$375.20. A motion was made by Commissioner Clair and seconded by Commissioner Toscano to purchase the pager as requested. Motion passed 5-0

FACILITIES: Commissioner Clair reported the Dutchess Overhead Doors is awaiting parts necessary to make repairs of doors in Station 1.

Commissioner Schramek noted that there are currently five inoperable vehicles parked at fire headquarters, which are to be used for training purposes. He had asked Chief DeSantis not to accept any more vehicles until those were used.

Chief DeSantis asked for motion sensors by installed at fire headquarters. This will be referred to Joseph Dexter.

Commissioner Clair updated the Board that NYSEG's retrofit of electric fixtures has been completed.

FIRE EQUIPMENT: Commissioner Klosowski made a motion, seconded by Commissioner Clair to purchase a BAT fan from MES (Municipal Emergency Service Co) at a cost of \$3,876.56. This was the lowest bid. Motion carried 5-0

Chief DeSantis requested the purchase of 20 gear bags at a cost of \$49.50 each – total cost of \$990 from MES. Motion was made by Commissioner Klosowski and seconded by Commissioner Kaufman to purchase the 20 gear bags. Motion carried 5-0

Commissioner Clair recommended purchasing (2) Scott thermal imaging cameras to replace obsolete ones on rescue 11-6-1 and engine 11-2-5 at a cost of \$2,600 each – total cost \$5,200 from MES. These items are purchased via NY State bid. A motion was made by Commissioner Kaufman and seconded by Commissioner Schramek to purchase these items. Motion carried 5-0

FIRE ROADS: Commissioner Kaufman reported that he needs additional brackets for the signs. He will be looking to purchase them.

FIRE PREVENTION: Commissioner Clair reports nothing new.

INSURANCE CLAIMS: Commissioner Schramek reports no new claims.

LEGAL: Michael Liguori, Esq. presented an amendment to the District's existing procurement policy for consideration. Motion was made by Commissioner Klosowski and seconded by Commissioner Toscano to adopt the amendment as presented. Motion passed 5-0

LOSAP: Commissioner Toscano reports all is up to date.

OSHA MANDATES: Second Asst Chief Giambattisto reported that annual Haz Mat and Bloodborne Pathogens classes were held. Haz Mat class had 66 in attendance while Bloodborne Pathogens class had 61 attending. An additional 69 firefighters need to attend an upcoming Haz Mat course. An additional 73 firefighters need to attend a Bloodborne Pathogens class. Firefighters have until March 11, 2019 or face possible "Out of Service" classification.

The Asst Chief also advised that this month's training will be on Sexual Harassment.

Chief DeSantis reported that he will be issuing protective hoods and gloves to firefighters as needed.

VEHICLE MAINTENANCE: Commissioner Clair updated the Board with repairs and service to department vehicles.. He noted the following: 11-1-1 mileage: 25,979 (836 miles) had a back up camera installed; 11-1-2 mileage: 55,271 (797 miles); 11-1-3 mileage: 27,200 (1095 miles) had a back up camera installed; 11-8-3 mileage: 116,978 (244 miles)

RECRUITMENT AND RETENTION: Commissioner Schramek reports possible showing the public service announcement video on cable television's local channel during the month of April as a membership recruitment tool.

FUEL CONSUMPTION: Commissioner Clair provided the Board with fuel consumption information for the month. This document was filed with the District.

CHIEF'S REPORT: Chief DeSantis reported that currently the EMS company did not have a captain. It is being lead by two lieutenants.

Commissioner Kaufman led a discussion with Chief DeSantis requesting clarification on a variety of topics. The chief addressed and explained these issues.

Commissioner Klosowski requested Chief DeSantis provide the weekly vehicle inspections reports for the Board to review. The commissioner also praised the chief and his assistants for the apparent improvement in the number of training opportunities and drills being held.

Chief DeSantis advised the Board that a review of his department records indicate a difficulty in ambulance response to calls on weekends. A discussion ensued and it was agreed that efforts will continue to address and resolve this ongoing problem. Extended paid ambulance coverage on weekends may be explored.

NEW APPARATUS: Commissioner Schramek reported contacting Senator Peter Harckham's office on two occasions recently to learn the status of the DASNY grant awarded to the District in the amount of \$50,000 to purchase a fire/rescue ATV. The District was awarded the money in 2018, however, never received the money. A representative from Senator Harckham's office will research the status and advise.

Commissioner Schramek reported that the 2019 Dodge pick up truck replacing car 11-8-3 has been ordered.

ADT PAYROLL: Commissioner Toscano reports all is going well. No problems.

CAPITAL PROJECT: Commissioner Klosowski asked for an update. He requested that Russ Davidson of KG&D be contacted about the floor drain and ceiling tile

specifications for Station 1. The next meeting about the capital project is scheduled for February 19, 2019 beginning at 7:30PM at fire headquarters.

Commissioner Clair mentioned that we have to follow up the outdoor patio project at Station 1.

NEW BUSINESS: Commissioner Klosowski inquired about setting a time and date for a demonstration of the Genesis hurst-type tool. Asst. Chief Bizzaro will follow up.

NEW BUSINESS CONT: Commissioner Toscano will look into the status of the grant money due to the District toward the purchase of a new washing machine and dryer.

Commissioner Clair made a motion and seconded by Commissioner Toscano to purchase (2) drive cameras for both ambulances at a cost of \$4,271.50 from Specialty Warning Systems of Danbury Ct. - Motion carried 5-0

Commissioner Klosowski made a motion and seconded by Commissioner Clair to purchase back up cameras for engines 11-2-3 and 11-2-5 at a cost of \$1,395 each. Motion carried 5-0

Commissioner Klosowski began a discussion about the merits of possibility keeping engine 11-2-4 as a ceremonial truck to be used for parades and inspections, funerals and fire prevention. No final determination was made.

Commissioner Klosowski reported looking into the possibility of refurbishing engine 11-2-1. After a discussion, the Board determined that it should be sold. A motion was made by Commissioner Kaufman and seconded by Commissioner Clair to sell engine 11-2-1 to Red Truck Sales of Long Island, New York for the amount of \$55,000 subject to a permissive referendum. Motion passed 5-0

GUEST PRESENTATION: Chief Justyn Lewis of the Lake Carmel Fire Department offered a presentation about the newly enacted firefighter cancer insurance coverage. It should be noted that our District is in compliance with this law.

EXECUTIVE SESSION: Commissioner Schramek made a motion and seconded by Commissioner Kaufman to go into Executive Session for the purposes of possible land acquisition. Motion passed 5-0 Motion was made by Commissioner Schramek and seconded by Commissioner Kaufman to return to open session – NO action taken as a result of the Executive Session. Motion passed 5-0

NEW MEMBERS: A motion was made by Commissioner Clair and seconded by Commissioner Schramek to approve the membership of Jeffrey VonBeargen and Deny Espina to the Brewster Fire Department. Motion passed 5-0

ADJOURNMENT: A motion was made by Commissioner Toscano and seconded by Commissioner Schramek to adjourn the meeting. Motion passed 5-0

Meeting adjourned at 11:20PM

Respectfully submitted:
Commissioner A. Gerald Schramek
Secretary Protem