

**BREWSTER-SOUTHEAST JOINT FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
March 4, 2020**

ATTENDANCE:

Commissioners: John Klosowski
A. Gerald Schramek
Steven Kaufman
Martin P. Miller

District Secretary, Mia Tagliafierro
District Treasurer Margaret (Meg) Miller
Jeff Bergstrom, President of Brewster Fire Department
Chief Michael Bizzaro
2nd Assistant Chief Michael Miller

Richard Iuele of Boswell Engineering
George Crimivaroli of NYS DOT

MEETING CALLED TO ORDER

Meeting called to order at 7:00PM

PUBLIC COMMENT

James DeLawder asked if the cleaners are taking extra precaution while cleaning, for example using lysol on the doorknobs, wiping down commonly touched surfaces, etc., due to the recent COVID-19 pandemic.

A Motion to suspend regular meeting was made by Commissioner Klosowski, 2nd by Commissioner Schramek, roll call 4-0.

**NYS DOT PRESENTATION- CARMEL AVE BRIDGE CONSTRUCTION PROJECT
UPDATE**

George Crimivaroli from NYS DOT and Richard Iuele from Boswell Engineering attended the meeting to discuss the Carmel Avenue bridge construction – showed proposed conceptual rendering- Plan View, which shows the realignment of Route 6 new bridge in intersection. The existing bridge will be demolished, Route 6 will be slightly widened, but parking will not be impacted. There will be sidewalks implemented. Both lanes will be open at all times. The crews have just started doing drainage work, and the project is scheduled to be completed in June of 2021, with the majority of work being completed this year. The bridge should be opened in March of 2021.

There will be some impact to traffic, but the crews will try to make sure that there will be no impact on traffic flow in and out of the Firehouse.

Commissioner Clair spoke with George regarding traffic light, George said that whoever is requesting is responsible for hiring a contractor. Once it is put in then it would be the requester's responsibility to maintain.

Commissioner Schramek asked if this will impact the August 22, 2020 parade. The crews will make sure it is cleaned up for the parade.

A Motion to resume normal business was made by Commissioner Klosowski, 2nd by Commissioner Schramek. Motion carried unanimously.

APPOINTMENT OF INDEPENDENT AUDITOR FOR LOSAP AUDIT

Commissioner Schramek added the appointment of the independent auditor for the LOSAP points to the agenda to discuss the possible hiring of Heather Fitzgerald, who is a retired Clerk from the Southeast Justice Court, she has several years of secretary experience and she is willing to work with Moe DeSantis, the Admin to Chief, for \$15/hr.

A Motion to appoint Heather Fitzgerald as LOSAP Auditor was made by Commissioner Schramek, 2nd by Commissioner Miller, motion carried 4-0. The LOSAP Points audit will commence after the next commissioners meeting.

EMERGENCY SERVICE PROVIDER PRIVACY PROTECTION RESOLUTION

Commissioner Schramek added this item to the Agenda to discuss the new discovery reform law that was passed in the 2019-2020 New York State Budget, that overhauled the discovery process, requiring an expedited timeline to provide materials such as police reports, radio transmissions, body-worn and dash-cam videos, along with other data related to prosecution. Commissioner Schramek presented a Resolution that states the following:

WHEREAS, new discovery reform laws were passed in the 2019-2020 New York State Budget that overhauled the discovery process, requiring an expedited timeline to provide materials such as police reports, radio transmissions, body-worn and dash-cam videos, along with other data related to prosecution; and

WHEREAS, the current law protects law enforcement personnel by allowing their personal identifying information to be excluded from discovery documents and records, but does not include protections for first responders, who in many instances provide service at crime scenes; and

WHEREAS, ambulance services personnel, advances life support first response services, certified first responders, firefighters, emergency medical technicians, who are employed by or enrolled members of any such service should also have their personal identifying information protected from discovery, so they are not subject to retaliation or witness tampering; now therefore be it

RESOLVED, that the Commissioners of the Brewster-Southeast Joint Fire District encourages all members of the New York State Senate and Assembly to support S.7280/A.09107, the “Emergency First Responders Privacy and Protection Act”, and, be it further

RESOLVED, that certified copies of this Resolution be forwarded to Governor Andrew Cuomo, Senator Sue Serino, Senator Peter Harckham, Assemblyman Kevin Byrne, Putnam County Executive MaryEllen Odell, Southeast Town Supervisor Tony Hay and Village of Brewster Mayor James Schoenig.

A Motion to adopt Resolution Supporting the “Emergency First Responder Privacy and Protection Act” (S.7380/A.09107) was made by Commissioner Schramek, 2nd by Commissioner Miller. Motion carried unanimously.

APPROVAL OF MEETING MINUTES

A Motion was made to approve the minutes of February 12, 2020 by Commissioner Kaufman, 2nd by Commissioner Miller. Motion carried 4-0.

ACCEPTANCE OF BILLS/VOUCHERS

All bills and vouchers were reviewed and approved. A Motion to approve the bills and vouchers was made by Commissioner Miller, 2nd Commissioner Kaufman. Motion carried unanimously.

CORRESPONDENCE

All correspondence was read by Mia Tagliafierro, District Secretary.

COMPUTER/COMMUNICATIONS/RADIOS

Commissioner Miller reported that Meg Miller, treasurer for District, brought to his attention the “Stop Hacks and Improve Electronic Data Security” (SHIELD) Act, which relates to the protection of sensitive data. According to this law, we are subject to follow and have policies in place to protect biometric data we keep (i.e. fingerprints, addresses, social security numbers, etc.). Commissioner Miller reached out to A-1 Computers to ensure that we are in compliance with these policies. We are in compliance, and Commissioner Miller will present the Board with a policy at next month’s meeting.

Commissioner Miller also reported that the screens are up and running. Fire police and EMS crews are all happy. Commissioner Miller adjusted displays so we have a rolling information screen and Sunday announcements will play continuously to keep members updated.

Brief discussion regarding the current key fobs we have now vs. the disc/sticker like key fobs that attach to the back of a phone. Since the disc is placed on the back of a phone, in the situation of a lost/stolen cell phone the Chief would have to be notified immediately to disconnect the fob.

FACILITIES

Chris Lyons of Lyons Development came in today, he will give the Commisisoners a price for ceiling tiles and spray foam next month. The spray foam and ceiling tiles will need to be done before the floor drain.

The drying cabinet is done and a stackable washer was purchased from Buzaid for \$1,000.00 A label that says NO GEAR TOWELS ONLY will be put on.

FIRE AND EMS EQUIPMENT

Larger masks will be issued to individuals with gear.

Commissioner Miller asked we have enough N95 masks with the current viral issue that’s going on. There are plenty of masks and the ambulances are stocked up.

It was stated that every member has to have a mask fit for fit test in compliance with the Cancer Insurance. Certain members do not want to do that. There was a brief discussion re: making it part of the physical. If certain members do not take the opportunity for the fit test they may not be covered. It was also mentioned that rather than wearing an SCBA they do make escape hoods.

FIRE ROADS

No progress has been made.

FIRE PREVENTION

Nothing to report.

INSURANCE CLAIMS/VFBL

Nothing to report

LEGAL CONTACT/REPORTS

Michael Liguori was unable to attend therefore there is nothing to report. The District Secretary will follow up with Mr. Liguori regarding any updated information on the Milltown Property.

LOSAP

Commissioner Kaufman received a letter regarding the status of a previous member's earned annuity. In response, Commissioner Kaufman wrote to the member explaining that our records indicated that the dates of service were from 1983-1994 and again from 1989 and 1994. When the member left service, the retirement age was 65, therefore payment will be available in January of 2023, but the after the requisite application for benefits is completed. We will be contacting the member before benefits are scheduled to commence to have them fill out the application.

OSHA MANDATES

Chief reported that the hazmat and harassment training is up to date. If members couldn't make second class then they were able to do it online.

Burn dates are set and will be doing PSS throughout the whole year.

VEHICLE MAINTENANCE

Vehicle	B e g i n n i n g Mileage	Ending Mileage	Total Monthly Mileage	Work Performed
11-1-1		63684	583	
11-1-2	37030	37713	682	
11-1-3	37740	38752	1012	

Joe Dexter's submitted vehicle maintenance and building maintenance work report was presented, building maintenance totaled 19.5 hours, and vehicle maintenance totaled 30.5 hours.

Brief discussion regarding ambulance mileage from May 2019-present. 11-7-1 did 336 calls, 4,846 miles.

11-7-2 did 274 runs, 4,028 miles.

Since November 1st of 2019, 11-7-2 did 454 miles.

RECRUITMENT AND RETENTION

Nothing to report.

CHIEF'S REPORT

The Chief will supply Croton Falls Fire District with the keys for our Knox box and Croton Falls Fire District will also supply us with a key for theirs.

The residents from a previous fire call came to Station One, yelling at the medics and making false accusations. State police responded and handled the situation.

Golden Retrievers Club of Hudson Valley, a non-for profit organization has asked to use the Fire Department for a CPR class for docs. The Board of Commissioners approved contingent on a certificate of insurance and a \$1,000.000 rider naming the Department and the District.

ISO is coming tomorrow.

New Chiefs orders have been established. Members under 18 cannot be in the Fire House after 10pm on school nights, and after 11pm on weekends. Probationary members cannot ride mutual aid until completion of Firefighter No. 1.

Last night the Chief was notified that the hydrant system in Brewster Heights has been out of service for over a year. Commissioner Schramek notified Town Supervisor Tony Hay.

EMS

Nothing to report

FUTURE CAPITAL PROJECT

Nothing to report

NEW APPARATUS 11-8-1

Nothing to report

TRAVEL AND TRAINING

Nothing to report

ADP Payroll

Nothing to report

GRANTS

Discussion re: Grants and the two grants that are out right now. 1 for ATV 50,000 and 2. For SAM grant \$50000 for compressor.

OLD BUSINESS

Brief discussion regarding uniforms and delay of shipment/wrong shipment. Commissioner Miller received his uniform with the wrong buttons.

Commissioner Klosowski suggests coats with patches on them for functions. The coats are \$250 each.

A Motion to purchase 5 coats for \$1,250.00 was made by Commissioner Klosowski, 2nd by Commissioner Miller. Roll call carried 4-0.

NEW BUSINESS

BLS-11 covered a call in the evening between 6-7PM, there were 2 calls shortly thereafter BLS 11 covered a call during the evening between 6-7pm. There were 2 consecutive calls shortly thereafter, and two members were sitting in the back room that did not make an attempt to go on the call. Commissioner Schramek said that the Board needs to come up with a solution because this is not acceptable.

There were two membership applications:

A Motion to approve Scott Lethbridge's membership application was made by Commissioner Schramek, 2nd by Commissioner Miller. Roll call carried unanimously.

A Motion to approve Thomas McMurray's revised membership application was made by Commissioner Miller. No other Commissioner seconded this motion.

MEETING ADJOURNED

A Motion to adjourn was made by Commissioner Kaufman, 2nd by Commissioner Schramek. Motion carried 4-0. Meeting adjourned at 9:03PM.

Respectfully submitted:

Mia Tagliaferro
District Secretary