

**BREWSTER-SOUTHEAST JOINT FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
June 9, 2021**

ATTENDANCE:

COMMISSIONERS:

John Klosowski
A. Gerald Schramek
Steven Kaufman
Martin P. Miller
Kenneth Clair

District Secretary, Mia Tagliaferro
District Treasurer Margaret (Meg) Miller
Tom Giambattisto, 1st Asst. Chief
James DeLawder, Treasurer of Brewster Fire Department
Michael Liguori, Esq., Counsel for District

MEETING CALLED TO ORDER

Meeting commenced at 7:00PM

PUBLIC COMMENT

James Delawder wanted to ask about the log on/log off policies. Commissioner Miller will follow up with the IT Team to check on status.

APPROVAL OF MEETING MINUTES

A Motion to approve the minutes of May 12, 2021 and was made by Commissioner Schramek, 2nd by Commissioner Kaufman
Motion carried.

CORRESPONDENCE

All correspondence was read by Mia Tagliaferro, District Secretary.

DISCUSSION AND POSSIBLE ACTION ON AMENDING COVID 19 RESTRICTIONS ON FIRE DISTRICT PROPERTY

Commissioner Schramek added this item to the agenda since CDC restrictions have been lifted, however, the District has not yet lifted. Commissioner Schramek wanted to discuss the possibility of adopting CDC guidelines, allowing vaccinated people to be unmasked, or if unvaccinated continuance of social distancing and mask wearing. Brief discussion regarding same.

The Board agreed that food guidelines should continue. Commissioner Schramek made a motion to follow the CDC guidelines for COVID-19 restrictions and lift current restrictions the District has imposed, 2nd by Commissioner Clair. Motion carried.

COMPUTER/COMMUNICATIONS/RADIOS

Commissioner Miller has nothing to report other than following up with A-1 Computers. Commissioner Clair reports printers will need to be upgraded next year. The siren is scheduled to be put up in July. The installer will work with Joe Dexter to test the drivers. Commissioner Miller asked if the roof can support the weight of the siren, and Commissioner Clair said that yes, it is, and the existing siren is actually heavier.

Brief discussion regarding computer security.

FACILITIES

The urinal downstairs at the Main Station was repaired.

Commissioner Klosowski spoke with Chris Lyons of Lyons Development re: floor at Station One. The floor needs to be grinded in a couple spots. \$32,000 for floor. RFP will need to be done.

A Motion to do RFP for epoxy grinding and finishing floor at station one was made by Commissioner Klosowski, 2nd by Commissioner Kaufman. Motion carried.

Front A/C unit is making noise. Will need to be looked at.

Commissioner Clair will reach out to 845 for a dumpster.

FIRE AND EMS EQUIPMENT

Commissioner Clair said the County will take expired gear.

Commissioner Klosowski reported that the Bottle racks have not come in yet.

Discussion re: Detail needed on truck reports.

FIRE ROADS

Team Rubicon will work with Commissioner Kaufman on cutting fire roads.

FIRE PREVENTION

Commissioner Clair will get together with Chief Miller and do infomercials and podcasts. Middle school wants to do something before they graduate.

INSURANCE CLAIMS/VFBL

Commissioner Schramek reported that one claim was settled with VFIS for injured Firefighter.

Discussion regarding record keeping and reporting needs. Commissioner Schramek suggested that the policy may need to be changed and reminded the Chief that a full report needs to be done within 48 hours.

LEGAL CONTACT/REPORTS

Michael Ligouri reports that he reached out to Pine Street Brokers re: Milltown Property but has not heard back. If he does not receive any correspondence by July 1 the District will proceed with action to quiet title.

LOSAP

Commissioner Kaufman reported that LOSAP is currently going well.

OSHA MANDATES

Bailout for probationary members is still in progress.

VEHICLE MAINTENANCE

Vehicle	B e g i n n i n g Mileage	Ending Mileage	Total Monthly Mileage	Work Performed
11-1-1				
11-1-2				
11-1-3				

Magpro quoted \$3,695.00 for lighting. Discussion re: same. Will look at proposal and determine next month.

RECRUITMENT AND RETENTION

Nothing to report.

CHIEF'S REPORT

The training officer from the class several members attended in CT has reached out to do a demo in the parking lot on Monday August 2nd 6:30-9:00Pm.

5-1 specs did not come within kilometer. Looking to purchase angle on side of ladder. Price of \$506.68 for just piece not labor.

Pound Ridge Fire Department is hosting a Polaris Certification Course on September 28, September 29 and October 1st.

FUTURE CAPITAL PROJECTS

Nothing to report.

TRAVEL AND TRAINING

Nothing to report.

ADP PAYROLL

Commissioner Clair will get Commissioner Miller logged onto ADP.

The Board agreed to approve the salary increase for the District Secretary based on increased workload from the pandemic. The District Secretary will reimburse the District for the overage of \$99.92 in January, 2021.

TREASURERY REPORTS

A resolution was made to authorize credit cards to 5 commissioners and the mechanic, for a limit not to exceed \$30,000.00.

Audit is complete. Management report was sent out. Will schedule for them to come in August.

Money needs to be moved from Key.

EMS ISSUES

Review of proposal for new PCR system.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

Discussion re: Truck committee for 2-5

ACCEPTANCE OF BILLS/VOUCHERS

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

MEETING ADJOURNED

A Motion to adjourn was made by Commissioner Schramek, 2nd by Commissioner Kaufman
Motion carried 5-0. Meeting adjourned at 8:32PM.

Respectfully submitted:

Mia Tagliaferro
District Secretary