

**BREWSTER-SOUTHEAST JOINT FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
JULY 10, 2019**

**ATTENDANCE:**

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

Chief Moe DeSantis  
District Treasurer Margaret (Meg) Miller (Arrived late at 9pm)  
Michael Liguori, Counsel for District  
District Secretary, Mia Tagliafierro  
Jeff Bergstrom, President of Brewster Fire Department  
1st Assistant Chief Michael Bizzaro  
2<sup>nd</sup> Assistant Chief Tom Giammbatista  
James Delawder, Brewster Fire Department Treasurer

**MEETING CALLED TO ORDER**

Meeting called to order by District Secretary, Mia Tagliafierro at 7:01PM

A moment of silence for the passing of Commissioner Joseph Toscano and Past Brewster Fire Department President Harold Willis was observed.

**PUBLIC COMMENT**

James Delawder asked if the Board of Commissioners Meeting Minutes are posted anywhere for public viewers. The meeting minutes are posted on the Brewster-Southeast Joint Fire District website under Meeting Minutes.

**MINUTES**

A motion to approve minutes of the June 12, 2019 meeting was made by Commissioner Gerry Schramek, 2<sup>nd</sup> by Commissioner Ken Clair, a roll call was taken and all commissioners present approved.

**ACCEPTANCE OF BILLS/VOUCHERS**

All bills and vouchers were reviewed and approved by commissioners present, other than the Invoice for A-1 Computers, which is being held pending further review.

## **CORRESPONDENCE**

All correspondence was read by District Secretary, Mia Tagliaferro. One medical clearance and three member applications were received. After review by all Board Members, a motion to accept 2 new members was made by Commissioner Steven Kaufman, 2<sup>nd</sup> by Commissioner Ken Clair, all in favor. 3<sup>rd</sup> Application was rejected.

## **RESPONSES TO GARBAGE COLLECTION & CLEANING SERVICES RFPs**

Garbage and cleaning RFPs have been submitted. Only one response was received, which was from All Clean Building Maintenance of Cross River, NY. The Cleaning proposal for Headquarters and Station One reads: restroom cleaning, hallways, commissioners' office, front entry door, kitchen, and main area. The cleaning services for the Headquarters building was quoted at \$125/cleaning once a week, Station One \$50/cleaning, once a week, \$75 per additional cleaning as requested.

Brief discussion regarding length of the contract and company's insurance; Commissioner Gerry Schramek asked if the cleaning company was insured. Commissioner Ken Clair confirmed they do have insurance and will provide us with a copy once they have been hired. Michael Liguori, Counsel for District, stated that we have the ability to contract for up to 3 years, but the cleaning company has to break down their annual cost so the District can compare in all responses. The contract is most likely one year based on price.

A Motion was made to hire All Clean Building Maintenance as of August 1, 2019, by Commissioner Ken Clair, 2<sup>nd</sup> by Commissioner Steve Kaufman. All Commissioners approved unanimously.

## **COMPUTER/COMMUNICATIONS/RADIOS**

The Radio for 11-2-2 should be put in shortly. Commissioner Ken Clair said the computers have been acting slowly after recent updates. A-1 Computers was working on the system.

The new Knox Box (locked key box) needs to be programmed.

## **FACILITIES**

Mike Liguori, Counsel for District, will advertise the floor drain RFP once specs are given.

No progress made on ceiling tile, spray foam and outside patio.

Commissioner Ken Clair reports that Dennis Palmer made contact with the manufacturer for the Headquarters washer and dryer (Alliance Appliance Sales). Dennis will give estimate.

Lengthy discussion regarding maintenance on personal vehicles in bays and Members following rules. All Commissioners agreed that if there is an open bay and no emergency vehicles have to be moved, waxing/light cleaning is allowed as long as there is no actual mechanical maintenance being done.

## **FIRE AND EMS EQUIPMENT**

Discussion regarding service contract for physio devices. There are 1 year and 3 year options, the 3 year service is \$2,880 total. Chief Moe DeSantis will get quotes from other places and report back to the Board.

Hose is being delivered.

Members should go through vehicles and see what equipment is needed, but as of right now no list has been provided.

## **FIRE ROADS**

Commissioner Steven Kaufman reported a fire road sign has been posted on Nelson Blvd.. Another post and another sign is needed at Starr Ridge Manor. Commissioner Schramek contacted the Board of Managers at Starr Ridge Manor regarding the missing sign. While speaking with Board of Managers, a previous incident was mentioned regarding the Department pumping from the beach at Starr Ridge Manor and leaving a mess. The issue was discussed and it was decided that the District can put sign up a replacement sign and it should not disappear again however the department was instructed to only use that facility for emergency purposes an not for training purposes.

Commissioner Schramek reported that there was an obstructed fire hydrant at a private residence in the Peach Lake development. The violation has been corrected after a Notice of Violation had been sent to the homeowner by the Town's Code Enforcement Officer.

A cap is still needed for the hydrant on Route 6 & 202. There was a brief discussion regarding getting new cap and getting it cut since hydrant is covered in garbage and needs to be cleaned.

## **FIRE PREVENTION**

Nothing new to report

## **INSURANCE CLAIMS/VFBL**

There is no paperwork on the one claim in progress.

## **LEGAL CONTACT/REPORTS**

The District will contact VFIS since Commissioner Joseph Toscano has recently passed away. He had been the primary contact with LOSAP. Commissioner Steve Kaufman having been the alternate contact will now be the primary contact and Commissioner John Klosowski will be alternate.

The vacancy created by the passing of Commissioner Toscano was discussed. The Board of Commissioners decided that that position will remain vacant until the December commissioner election.

A lengthy discussion regarding repeat offenders of driving suspensions. Among the issues discussed were, the driver's physical capability and that repeat offenders may need to be reevaluated. If they satisfy an evaluation, then their driving status may be reinstated. A question was raised of if the Board should put a policy in place that after a member's first accident, driving privileges should be immediately suspended until next Board of Commissioners meeting, 2<sup>nd</sup> accident, suspended for 6 months. After 3<sup>rd</sup> accident, depending on severity, all driving privileges suspended. Discussion regarding retraining during 6 month suspension.

The Board decided to sustain the chief's recommendation to suspend badge number #559's driving privileges until December 31, 2019. Mia Tagliaferro, District Secretary, will send a letter to the firefighter informing him that his driving privileges are suspended.

Michael Liguori, Counsel for District, suggests the District should look into hiring a qualified driver trainer for operation of district equipment. Next meeting we will follow up on trainers/training facilities.

There was a follow up discussion regarding an order and role for trucks based upon need and type of call. There should be better communication regarding the ladder and rescue truck responding on the same call.

Discussion regarding purpose and use of 11-8-3, what we are using it for & how (Commissioners car, spare chiefs car and fire prevention vehicle), who is responsible for keeping it clean, etc. Commissioner Ken Clair suggests hard top for back so we can use it as a chief's car. Commissioner Schramek will look into the purchase of a bed cover for the vehicle.

**LOSAP**

Commissioner Ken Clair said further review of previous years records is needed. Michael Liguori is still in contact with same service provider and will follow up.

**OSHA MANDATES**

Nothing to report.

**VEHICLE MAINTENANCE**

Vehicle	Beginning Mileage	Ending Mileage	Total Monthly Mileage	Work Performed
11-1-1	30,226	30,839	613	
11-1-2	57,962	58,635	673	
11-1-3	29,980	31,127	1,147	

Joseph Dexter's vehicle maintenance work order was presented for a total of 54.5 hours.

## **RECRUITMENT AND RETENTION**

Three membership applications and background checks were presented to the Board for their review and approval.

## **CHIEF'S REPORT**

Brewster Performing Arts for School District requested to hold a car wash at Station One for a fundraiser on Sunday July 14, from 9:30 to 3PM. Chief Moe Desantis thinks it would be a great way to interact with young people, possibly recruit potential members.

All Commissioners approved as long as we get an insurance policy and \$1,000,000 rider naming Brewster-Southeast Fire District and Brewster Fire Department.

CT Custom Fire Training School will be teaching a class for Croton Falls and New Fairfield fire departments. The school is asking for the use of our fire headquarters to hold the class. In return, the school will award sic student slots to Brewster firefighters. The instruction will cover forcible entry. The District will need proof of Insurance and \$1,000,000 rider naming District and Department but Board is in favor upon recommendation of the chief.

Discussion regarding SOG policy and bags on rigs for chemical fires took place. Board agrees that members need to know how to properly clean possibly contaminated air packs and we should be paying to have gear professionally washed instead of contaminating our equipment.

The chief reported that FF TJ Augugliaro is the new EMS Lieutenant and FF Dan Ruben is a Fire Lieutenant

## **PAID EMS**

During a difficulty breathing/cardiac arrest call BLS 11 stayed here and waited for medic to respond, medic got lost and Chief ended up making it to the scene a minute before BLS 11. This issue has been addressed with EmStar Ambulance.

Commissioner Ken Clair would like to look into bullet resistant vests for chiefs and/or EMT due to an incident while responding to a call where gun was drawn. Pricing for bullet resistant vests could be anywhere between \$800-\$2,500 since they are custom made. Brief discussion regarding who the vests would be issued to, training, etc. No decision had been made.

## **FUTURE CAPITAL PROJECT**

A meeting is scheduled with Russell Davidson of KG&D, Insight engineering, Michael Liguori with Commissioners Schramek and Klosowski to view the possible site of the project.

## **NEW APPARATUS**

The District is still waiting to hear from Albany about the releasing of the DASNY grant funds to purchase the emergency ATV. Commissioner Schramek has been working with state officials in securing the money.

The new engine 11-2-2 is to be delivered within two weeks. It will be put into service shortly thereafter.

## **NEW BUSINESS**

Nothing to report

## **MEETING ADJOURNED**

A motion to adjourn the meeting was made by Commissioner Ken Clair, 2<sup>nd</sup> by Commissioner Steven Kaufman. Motion carried 4-0. Meeting adjourned at 9:10PM.

Respectfully submitted:

Mia Tagliaferro  
District Secretary