

**BREWSTER-SOUTHEAST JOINT FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES  
JULY 8, 2020**

**ATTENDANCE:**

**COMMISSIONERS:**

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

District Secretary, Mia Tagliaferro  
District Treasurer Margaret (Meg) Miller  
Jeff Bergstrom, President of Brewster Fire Department  
Chief Michael Bizzaro  
2<sup>nd</sup> Assistant Chief Michael Miller  
James DeLawder, Treasurer of Brewster Fire Department  
Michael Liguori, Esq.

**MEETING CALLED TO ORDER**

Meeting called to order at 7:02PM

**PUBLIC COMMENT**

James DeLawder asked if the air conditioning would be fixed any time soon. The Board assured him it was repaired.

James DeLawder stated that the internet has been going out. It was serviced during the week but shortly went out again. The Board will check and see if it is a Comcast issue.

James DeLawder mentioned a number of members would like the COVID-19 antibody test as previously discussed at the last meeting. He will reach out to Commissioner Clair, who previously stated that any member who would like a test can get a script written from Caremount Medical

James DeLawder asked if a lid can be placed on the toilet in the Men's room at Headquarters to prevent the spread of contamination.

James DeLawder also asked what the rules are for wearing masks inside the Fire House. There are signs posted inside and outside of both stations that state it is encouraged to wear one at all times. It is necessary to wear one when you cannot social distance and stay 6ft apart.

**APPROVAL OF MEETING MINUTES**

A Motion was made to approve the minutes of June 10, 2020 by Commissioner Schramek  
2<sup>nd</sup> by Commissioner Kaufman  
Motion carried unanimously.

## **ACCEPTANCE OF BILLS/VOUCHERS**

All bills and vouchers were reviewed. A motion to approve the bills and vouchers was made by Commissioner Klosowski 2<sup>nd</sup> by Commissioner Kaufman. Motion carried unanimously.

## **CORRESPONDENCE**

All correspondence was read by Mia Tagliaferro, District Secretary.

## **FACILITIES**

Chris Lyons of Lyons Development met with Commissioner Klosowski to discuss the floor drain at Station One.

Discussion regarding the existing line for oil separator. The existing line comes all the way through and if removed the patio would need to be destroyed. Commissioner Klosowski asked the Board if they wanted to cap the line or destroy patio. All commissioners present agree to cap line.

## **COMPUTER/COMMUNICATIONS/RADIOS**

Nothing to report.

## **FIRE AND EMS EQUIPMENT**

The large masks have been ordered but are not in yet.

There is no update on the bailout systems yet, Chief Bizzaro reports that he is still waiting for the production plant to open up and it may be 4-6 weeks, but he will produce invoice to present to Board prior to shipment.

The hand washing and “if you’re not feeling well” signs are in and will be installed.

## **FIRE ROADS**

Nothing to report.

## **FIRE PREVENTION**

Nothing to report.

## **INSURANCE CLAIMS/VFBL**

Received one this evening, will file

## **LEGAL CONTACT/REPORTS**

Michael Liguori, Esq. filed a tax certiorari on behalf of the Board of Fire Commissioners re: Milltown parcel. The assessed value was \$220,000 for 2020 and was reduced to \$130,000, so the taxes should be reduced by half. Mr. Liguori had been corresponding with the Director of Real Property for AIG Assets, but has not heard back after 2 inquiries regarding release of restrictions or selling the property. He will continue to reach out. Commissioner Schramek worries the Board will be held responsible for property taxes. Michael Liguori, Esq. suggests commencing an action to quiet title. Discussion regarding same.

A Motion was made by Commissioner Schramek to authorize Michael Liguori, Counsel for District, to commence an action to quiet title, 2<sup>nd</sup> by Commissioner Kaufman. Motion carried unanimously.

## **LOSAP**

Discussion regarding the Senate Bill S8251B, which relates to the determination of points for service award programs for volunteer firefighters and volunteer ambulance workers during a state disaster emergency. The Bill allows active members to earn up to 5 points/month during the COVID pandemic. Ultimately it is the Board's responsibility to determine who is active and who is not. Michael Liguori, Esq. says it will depend on how long the pandemic lasts and suggests waiting until November.

The LOSAP Audit has started and is almost completed.

## **OSHA MANDATES**

Chief Bizzaro reports all OSHA mandates are up to date except for bail out.

## **VEHICLE MAINTENANCE**

Vehicle	Beginning Mileage	Ending Mileage	Total Monthly Mileage	Work Performed
11-1-1	64511	64888	377	None
11-1-2	39799	40412	613	None
11-1-3	40307	40981	674	None

## Fuel Reports:

Diesel at Main: 212.5 gal  
Gas at Main: 140.6 gal

Diesel at Station 1: 20.3gal  
Gas at Station 1: 17gal

11-5-1 outrigger was done  
11-2-2 was serviced and ladder test

## **RECRUITMENT AND RETENTION**

An ad was placed on the Village of Brewster Website and the Brewster-Southeast Joint Fire District website soliciting applications for members. Only one person has submitted an application so far.

## **CHIEF'S REPORT**

Chief Bizzaro was previously asked to get a list of equipment needed in preparation for next year's budget. The Chief stated that EMS requested two defibrillators.

Brief discussion regarding next phases of reopening the Department. Meetings will occur in person with Zoom still offered for the public to join.

One member asked the Chief if individual face pieces could be issued to prevent cross contamination due to prior person not properly cleaning. Lengthy discussion regarding same.

## **EMS**

Nothing to report.

## **FUTURE CAPITAL PROJECTS**

The property next to us had been surveyed, still waiting for that report.

## **GRANTS**

Nothing to report.

## **NEW APPARATUS 11-8-1**

No progress has been made.

## **TRAVEL AND TRAINING**

Nothing to report.

## **ADP PAYROLL**

Nothing to report.

## **TREASURERY REPORTS**

Meg Miller, Treasurer was notified that some bank accounts with Chase Bank had been tampered with, but all of the accounts are intact.

Treasurer Miller suggested the Capital Equipment account be moved to a different bank due to monthly charges with Chase. Once Chase allows the public back in she will move the account.

A Motion was made to move into executive session to discuss the Chief's use of authorization of district equipment, made by Commissioner Klosowski, 2<sup>nd</sup> by Commissioner Schramek. Motion carried unanimously. Executive session began at 8:03PM

A Motion to move out of executive session was made by Commissioner Schramek, 2<sup>nd</sup> by Commissioner Kaufman Motion carried unanimously. No action was made in executive session. Regular meeting resumed at 8:35PM.

## **OLD BUSINESS**

Nothing to report.

## **NEW BUSINESS**

Nothing to report.

## **MEETING ADJOURNED**

A Motion to adjourn was made by Commissioner Schramek, 2<sup>nd</sup> by Commissioner Klosowski. Motion carried 4-0. Meeting adjourned at 8:35PM.

Respectfully submitted:

Mia Tagliaferro  
District Secretary