

**BREWSTER-SOUTHEAST JOINT FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
September 8, 2021**

ATTENDANCE:

COMMISSIONERS:

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

District Secretary, Mia Tagliaferro
District Treasurer Margaret (Meg) Miller
Tom Giambattisto, 1st Asst. Chief
James DeLawder, Treasurer of Brewster Fire Department
Scott Steiner, Esq., Counsel for District
Michael Liguori, Esq., Counsel for District
Jeffrey Shaver of PKF O'Connor Davies
Carolyn Kopf of PKF O'Connor Davies

MEETING CALLED TO ORDER

Meeting commenced at 7:00PM. A motion to enter executive session to discuss a personnel matter was made by Commissioner Clair, 2nd by Commissioner Miller. Motion Carried. Executive session began at 7:00PM.

A motion to suspend executive session and return to regular meeting was made by Commissioner Klosowski, 2nd by Commissioner Miller. Motion carried.

PUBLIC COMMENT

James DeLawder asked why the Board of Fire Commissioners decided to meet at Station One again. Commissioner Klosowski explained that it is quieter and there is more privacy during executive session.

James DeLawder also addressed the board about membership applications and suggested there was a miscommunication between the administration and the Board.

PKF O'CONNOR DAVIES

Jeffrey Shaver and Carolyn Kopf attended the meeting to present the audited financial statements and management letter to the Board. Overall, it was determined that the District is healthy and fiscally responsible.

ADOPTION OF 2022 BUDGET

A motion to adopt the 2022 budget in the amount of \$1,700,964.00 was made by Commissioner Schramek, 2nd by Commissioner Clair. Motion carried unanimously.

The budget hearing will be on October 19, 2021 at 7PM at Headquarters.

DISCUSSION AND POSSIBLE ACTION RE: BREWSTER CHAMBER OF COMMERCE MEMBERSHIP

Our district has been invited to become members of Brewster Chamber of Commerce. Commissioner Schramek presented this to the Board because it is a good opportunity to meet with businesses and the community. The Chamber of Commerce has waived their fee for the Board to join. Commissioner Schramek made a motion to authorize any expenditure in connection with the Brewster Chamber of Commerce Membership, 2nd by Commissioner Miller. Motion carried.

APPROVAL OF MEETING MINUTES

A Motion to approve the minutes of August 11, 2021, the Budget Work Session minutes of August 17, 2021 and the Budget Work Session Minutes of August 23, 2021 was made by Commissioner Clair, 2nd by Commissioner Schramek. Motion carried.

COMPUTER/COMMUNICATIONS/RADIOS

Commissioner Miller reported that there have been no computer issues other than notifying A1 of fobs.

The phone company came to work with Asst. Chief Miller to reprogram phones but not all are finalized.

Commissioner Miller would like Comcast to come in to the Main Station to run a cable to the shed for communications. It will make tree sales easier.

Commissioner Clair will see if we can go through Winslow Tech to get the iPads since Verizon does not sell them anymore.

The siren company is coming next weekend.

FACILITIES

Commissioner Klosowski noticed a 5-gallon bucket under the air conditioner at station one that was full of water due to a drain clog.

There was also a drain clog at Headquarters.

There are lights that need to be replaced at Station One.

FIRE AND EMS EQUIPMENT

The items that were approved for purchase at the August 17, 2021 Budget Work Session have come in.

FIRE ROADS

Nothing to report.

FIRE PREVENTION

Open house October 10, 2021.

INSURANCE CLAIMS/VFBL

Commissioner Schramek was just in receipt of notification from New York State that an injury has been denied. He is authorizing the Attorney to file a brief stopping decision and asking for appeal.

LEGAL CONTACT/REPORTS

Michael Liguori, Esq. will file action to quiet title re: Milltown property.

Discussion re: new properties

LOSAP

Losap was estimated at \$210,000 for 2022

OSHA MANDATES

All OSHA Mandates are up to date.

VEHICLE MAINTENANCE

Vehicle	B e g i n n i n g Mileage	Ending Mileage	Total Monthly Mileage	Work Performed
11-1-1	68,880	69,181	301	
11-1-2	46,216	46,790	574	
11-1-3	47,597	48,000	403	

11-6-1 was serviced at Lisi's

11-5-1 needs ladder inspection in November
11-4-1 had an air leak – serviced with ruscon

Joe Dexter's vehicle maintenance report was presented.

RECRUITMENT AND RETENTION

Nothing to report.

CHIEF'S REPORT

New member applications are being reviewed by the Board.

The boat cruise has been postponed. Instead they will be going to Putnam Valley for the 75th constellation.

Bill Rothchild at Somers Fire asked if they can use our stations as a rest stop during the national EMS memorial bike ride. The commissioners have no objections.

11-2-3 will be going to Central Nyack on September 18 for coverage.

FUTURE CAPITAL PROJECTS

Nothing to report.

NEW APPARATUS

There will be a meeting on October 25 for the truck committee at 7PM at Headquarters.

TRAVEL AND TRAINING

Nothing to report

ADP PAYROLL

Commissioner Miller still needs access to ADP.

GRANT

Paperwork on ATV has been submitted. A list of supplies and basic equipment needed will be compiled.

TREASURERY REPORTS

Nothing to report.

OLD BUSINESS

Nothing to report.

NEW BUSINESS

New membership applications were reviewed and approved by all commissioners. A motion to accept made by Commissioner Miller, 2nd by Commissioner Kaufman. Motion carried.

ACCEPTANCE OF BILLS/VOUCHERS

All bills and vouchers were reviews and approved. Motion made by Commissioner Clair, 2nd by Commissioner Miller. Motion carried.

MEETING ADJOURNED

A Motion to adjourn was made by Commissioner Clair, 2nd by Commissioner Schramek. Motion carried 5-0. Meeting adjourned at 9:21PM.

Respectfully submitted:

Mia Tagliaferro
District Secretary