

**BREWSTER-SOUTHEAST JOINT FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES
JUNE 12, 2019**

ATTENDANCE:

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

District Treasurer Margaret (Meg) Miller – left at 8PM.
Michael Liguori, Counsel for District
Secretary, Mia Tagliafierro
Jeff Bergstrom, President of Brewster Fire Department
1st Assistant Chief Michael Bizzaro
2nd Assistant Chief Tom Giammbatista
James Delawder, Brewster Fire Department Treasurer
Ex-Captain Frank Rondinone

MEETING CALLED TO ORDER

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

PUBLIC COMMENT

Ex-Captain Frank Rondinone addressed the Board of Commissioners about his driving privileges.

MINUTES

A motion to approve minutes of the May 8, 2019 meeting was made by Commissioner Gerry Schramek, seconded by Commissioner Steve Kaufman to approve; a roll call was taken and all commissioners present approved.

ACCEPTANCE OF BILLS/VOUCHERS

Bills and vouchers were reviewed by all Commissioners present. A motion to approve all bills and vouchers was made by Commissioner Gerry Schramek, seconded by Commissioner John Klosowski, a roll call was taken and all commissioners present approved.

BANKING OPTIONS

District Treasurer, Meg Miller, suggested M&T bank after thorough research of banking options. A motion was made by Commissioner John Klosowski to remove money out of Key Bank and into M&T, seconded by Commissioner Steve Kaufman. A roll call was taken and all commissioners present approved.

CORRESPONDENCE

All correspondence was read by District Secretary, Mia Tagliafierro. A Member resignation was received. After review by all Commissioners, a motion to accept the member resignation was made by Commissioner Gerry Schramek, seconded by Commissioner Joe Toscano. A roll call was taken and all Commissioners present approved.

We received three new member applications. The applications were reviewed and approved by all Commissioners present.

Three medical clearances were received. The Medical Clearances were reviewed; a motion to accept the medical clearances was made by Commissioner Ken Clair, seconded by Commissioner Steve Kaufman, a roll call was taken and all Commissioners present approved.

COMPUTER/COMMUNICATIONS/RADIOS

Commissioner Ken Clair reported that the Cradle point is working well, but Comcast service has been lacking. A brief discussion regarding Comcast network interruptions in cable/telephone and wireless concluded that the District Secretary will write a letter to the Town of Southeast Town Board requesting them to address these issues with Comcast when the Contract is up for renewal with the Town.

FACILITIES

Commissioner Ken Clair met with Dennis Palmer of Dennis Palmer Plumbing & Heating Inc. to discuss washer and dryer and floor drain, Commissioner Ken Clair will contact Mr. Palmer with the serial number and location purchased for washer; A motion was made by Commissioner Steven Kaufman, second by Commissioner Joseph Toscano to put in a bid for the floor drain.

FIRE AND EMS EQUIPMENT

The thermal imaging cameras and batteries for Scott Packs arrived. The gas meters for 11-6-1 and 11-2-2 are in order.

Commissioner Gerry Schramek requests that 11-8-3 is out of service by July 1, 2019 and radios be removed.

All commissioners approved to take 11-2-4 out of service.

FIRE ROADS

Commissioner Steven Kaufman added one more entrance to the back side of Marvin Mountain & Nelson Blvd, the lock recoded and extra keys were put into Commissioners' Box.

FIRE PREVENTION

Commissioner Ken Clair reports he is considering a new trailer since the current one is over 15 years old and new trailers are really interactive, which would be helpful for teaching classes and kids at events.

Brief discussion regarding free dinner delivery idea in Village for houses with smoke detectors in every room. If we were to participate the waiver will mention Fire Department and District.

INSURANCE CLAIMS/VFBL

Commissioner Gerald Schramek reports the only Insurance Claim we have is going smoothly.

Assistant Chief Michael Bizzaro explained the new Member Injury Report on server. With the on-server Member Injury Report, once a report is filed and submitted it will be emailed to the Chief at the Brewster Fire Department.

LEGAL CONTACT/REPORTS

Michael Liguori, Counsel for District, presented the Board with a proposed Tool Removal Policy. Said Policy states that in order to operate efficiently and for the maintenance of a uniform fleet, the Board of Fire Commissioners of the Brewster-Southeast Fire District determines it be necessary that its consent must be obtained prior to the removal, addition or relocation of a tool or piece of equipment on apparatus. A motion to adopt the Tool Removal Policy was made by Commissioner Ken Clair, seconded by Commissioner Joseph Toscano. A roll call was taken and all Commissioners present approved.

Also discussed was a Fire Prevention Event Insurance Policy. The Fire Prevention Event Insurance Policy protects the Department and District from liability by requiring private facilities, such as private day care operators or non-municipal entities to provide Certificate of Insurance to District prior to Event. A Motion to adopt the Fire Prevention Event Insurance Policy was made by Commissioner Joseph Toscano, seconded by Commissioner Steven Kaufman. A Roll call was taken and all commissioners present approved.

Michael Liguori, Counsel for District, submitted Cleaning and Garbage RFP. He will also submit for Floor Drain.

LOSAP

Making progress re: points and put the grant in for Cascade system

OSHA MANDATES

Chief reports everyone is up to date with OSHA Mandates. Discussion regarding Bail Out training; last meeting they were talking about implementing into drills so there's not so many.

VEHICLE MAINTENANCE

Vehicle	Beginning Mileage	Ending Mileage	Total Monthly Mileage	Work Performed
11-1-1	29196	30226	1030	
11-1-2	57198	57962	764	Ingersoll Auto Danbury – ball joints and oil consumption test
11-1-3	29980		528	
11-8-3	117390	117669	279	
11-4-1				Went to Ruscon for motor on shoot
11-5-1				

Need ambulance antenna because they are breaking on the radios.

Discussion re: dual sided cameras in ambulance regarding incident where EMS hit Medic 4

RECRUITMENT AND RETENTION

Nothing to report

CHIEF'S REPORT

Nothing negative to report on PILOT Program.

Member has been removed due to failure to report an accident.

Car cut drill last night and one more next week

Review of submitted incident report on the on-server form that was previously discussed.

Gear in basement will be moved

Remote Control for A/C will be accessible for Captain

Dave Beshears stepped down as Lieutenant- 7 candidates will be interviewed for the position.

Brief discussion regarding proper use of resources (i.e. taking 2 trucks out).

Discussion re: officers not wearing gear

Brief discussion regarding relocating lines on 11-4-2 from the rear of that particular fire engine. All Commissioners agreed that the line needs to come off the back of truck because it is too high.

FUTURE CAPITAL PROJECTS

Commissioner Gerry Schramek stated a meeting with all parties will be held next week with the intention of coordinating with Insite Engineering to develop a plan.

NEW APPARATUS

The mock-up for 11-8-3 is being done by Extreme Design.

Commissioner Gerry Schramek spoke with representative from DASNY regarding 11-8-1, contact from DASNY said we should be hearing from them any day.

11-2-2 came in and graphics will be done on it.

NEW BUSINESS

Lengthy discussion regarding the Main Station Project. Michael Liguori, Counsel for District, explained that the project must comply with SEQRA (environmental review process) as a district as opposed to a municipality. After discussion with Todd Atkinson, planning and engineer for the Village, Attorney Liguori suggested that \$2,500 be put into escrow with the Village of Brewster for access to Engineer. A motion for the Village Escrow was made by Commissioner Gerry Schramek, seconded by Commissioner Joseph Toscano, a roll call was taken and all Commissioners present approved.

MEETING ADJOURNED

A motion to adjourn was made by Commissioner Joseph Toscano, seconded by Commissioner Gerry Schramek. A roll call was taken and all Commissioners present approved to adjourn meeting at 9:48PM.