

MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF FIRE COMMISSIONERS  
OF THE FAIRVIEW FIRE DISTRICT  
WESTCHESTER COUNTY, NEW YORK  
11 JUNE 2020

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Present: Commissioner Vikki Simmons  
Commissioner Daymon S. Yizar  
Commissioner John Malone  
Commissioner Emma Walthall-Moon  
Commissioner James Robinson

Absent: None

Also Present: Chief Howard Reiss  
Treasurer Matilde Abate  
Secretary Sarah Senior

The regular meeting of the Board of Fire Commissioners of the Fairview Fire District, Westchester County, New York of Thursday, 11 June 2020 convened at 19:34 hours at Fire Headquarters at 19 Rosemont Boulevard, Greenburgh, New York in a remote format. The presiding officer was Chair Vikki Simmons.

**R20-06-01**

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Malone that the meeting shall be called to order:

Roll call: Commissioners Yizar, Malone, Walthall-Moon, Robinson and Simmons voting aye, nays none, none absent. The motion was carried.

Chair Simmons called the roll: Commissioners Yizar, Malone, Walthall-Moon, Robinson, and Simmons present.

Apparatus Committee

The Board was provided with progress photos of the two Seagrave pumpers in production. The frames are currently being constructed, followed by the cabs. A decision will need to be made regarding sending members of the committee to Wisconsin for the final inspections. Historically members have always gone, but with COVID-19 the decision requires further discussion.

House & Grounds Committee

The Headquarters kitchen is complete and in use by the membership. It took longer than expected but we are pleased with the final result.

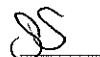
Two quotes for exterior painting at Headquarters have been received. We are still waiting for at least one more.

The next project will need to be the Board room at Headquarters. New paint, furniture, and carpet are needed.

Chief's Report

New York State Association of Fire Districts has scheduled a conference in Niagra Falls, October 1<sup>st</sup>–3<sup>rd</sup>. The Secretary's training would be very beneficial to Secretary Senior, and that there are several useful classes and seminars at the conference.

Commissioner Robinson and Captain Baker have expressed interest in attending the Fire House Expo in Nashville, TN, October 31<sup>st</sup>–November 1<sup>st</sup>. Due to the Expo's dates being moved and FDIC being canceled they are now available and would like to attend.



**R20-06-02**

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Walthall-Moon that Commissioner James Robinson and Captain John Baker shall receive approval to attend the Fire Expo in Nashville, Tennessee from 31 October 2020 to 1 November 2020 at a cost of up to \$449.00 per person for registration plus the cost of travel, lodging, and meals at the per diem rate of \$60.00 prorated for partial days and meals included in the cost of the seminar:

Roll call: Commissioners Yizar, Malone, Walthall-Moon, Robinson and Simmons voting aye, nays none, none absent. The motion was carried.

The former WestHelp property is becoming 74 affordable senior housing units. The Chief reached out to the Town of Greenburgh to inquire whether it will be a taxable property. He was advised that it will not be taxable, but the town will be utilizing the P.I.L.O.T. (payment in lieu of taxes) Program. Timothy Lewis, the Town Attorney, advised that the District will benefit from the P.I.L.O.T. on this property, and e-mailed the Chief a copy of the said agreement, which was forwarded to the Fire District's attorney.

The FEMA grant program allows for reimbursement for equipment, overtime, decontamination and disinfection materials, and PPE. We are beginning the process for reimbursement of COVID-19 related supplies.

We received an Arrangement Letter from BST, the external auditors, regarding payment for their services. They provided two options, to pay for the 2019 audit alone, or to agree to use their service through 2021 for a discounted rate.

**R20-06-03**

Upon the motion offered by Commissioner Malone and seconded by Commissioner Robinson that the Board affirms its approval of the agreement with BST & Co CPAs, LLP as described in the Arrangement Letter to use their external audit service 2019-2021 at the discounted rate of \$9,500 for 2019 and increasing at a rate of \$200 each year thereafter.

Roll call: Commissioners Yizar, Malone, Walthall-Moon, Robinson and Simmons voting aye, nays none, none absent. The motion was carried.

The 2020 Memorial Day Motorcade went well. The entire Board participated and it was an overall good program. The Chief is hopeful the program can expand into the villages in future years without COVID-19.

The Department is still doing birthday parades and receiving positive feedback. The Department will be participating in a graduation parade in Parkway Gardens this weekend to celebrate all graduates in the neighborhood pre-school through graduate school.

The Chief attended the Hilltop Farms Civic Association meeting last night. We received a thank you email this morning for our attendance.

The Department responded to 138 alarms in May 2020, including 71 EMS and Extrication calls. While the Department is still experiencing a large percentage of EMS calls, the overall call volume has gone down, likely due to the stay at home orders.

End of Chief's Report

Commissioner Malone expressed that, in his opinion, Memorial Day ceremonies should solely focus on military service personnel who have passed away. Commissioner Simmons expressed that traditionally Fairview's Memorial Day ceremony has included fire personnel who have passed away and that Memorial Day is the appropriate time of year for their remembrance as well.

Commissioner Yizar thanked Chief Reiss and the Department for their presence at the community rally that took place 10 June 2020 at Union Baptist Church. He stated that it showed unity throughout the town, and inquired how many members had attended. Chief Reiss stated that three members in addition to him had attended. He said that he enjoyed the speakers at the rally and was proud to attend.



Public Participation Period

Claire Pizzuti thanked Chief Reiss for attending the Hilltop Farms Civic Association and stated that his presence was well received. Chief Reiss stated that he followed up with the Building Department regarding 19 Primrose Court, which had been inquired about during the meeting, and he will forward her the email correspondence regarding it.

**R20-06-04**

Upon the motion offered by Commissioner Walthall-Moon and seconded by Commissioner Yizar that the Board shall enter into Executive Session to discuss matters relating to the medical history and employment of particular persons and to review the Sick and Late Report for May 2020:  
Commissioners Yizar, Malone, Walthall-Moon, Robinson, and Simmons voting aye, nays none, none absent.  
The motion was carried.

The Board entered into Executive Session at 19:53 hours.

The Executive Session was concluded at 20:42 hours.

**R20-06-05**

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Walthall-Moon that the Public Session shall resume:  
Commissioners Yizar, Malone, Walthall-Moon, Robinson, and Simmons voting aye, nays none, none absent.  
The motion was carried.

Commissioner Yizar stated that he paid in advance for the hotel stays of the Board for October's Fire House Expo in Nashville, TN.

**R20-06-06**

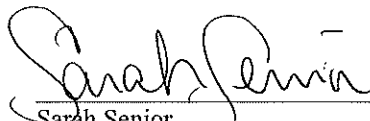
Upon the motion offered by Commissioner Malone and seconded by Commissioner Yizar that the Board shall authorize payment to employees for periods of illness/sick time set forth in the Sick & Late Report for May 2020:  
Roll call: Commissioners Yizar, Malone, Walthall-Moon, Robinson and Simmons voting aye, nays none, none absent.  
The motion was carried.

**R20-06-07**

Upon the motion offered by Commissioner Walthall-Moon and seconded by Commissioner Malone that the bills shall be approved as submitted by the Treasurer and recorded in the Account QuickReport as of 15 May 2020 in the amount of \$264,720.61:  
Roll call: Commissioners Yizar, Malone, Walthall-Moon, Robinson and Simmons voting aye, nays none, none absent.  
The motion was carried.

**R20-06-08**

There being no further business to come before the Board, upon the motion offered by Commissioner Walthall-Moon and seconded by Commissioner Malone that the meeting shall be adjourned at 20:50 hours:  
Roll call: Commissioners Yizar, Malone, Walthall-Moon, Robinson and Simmons voting aye, nays none, none absent.  
The motion was carried.

  
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Sarah Senior  
Fire District Secretary