

MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF FIRE COMMISSIONERS
OF THE FAIRVIEW FIRE DISTRICT
WESTCHESTER COUNTY, NEW YORK
28 DECEMBER 2020

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 special meeting of the Board of Fire Commissioners of the Fairview Fire District, Westchester County, New York, of Monday, 28 December 2020, convened at 10:15 hours at Fire Headquarters at 19 Rosemont Boulevard, Greenburgh, New York, in a remote format. The presiding officer was Chair Vikki Simmons.

R20-12-15

Upon the motion offered by Commissioner Malone and seconded by Commissioner Robinson 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.

R20-12-16

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Walthall-Moon that the FAIRVIEW FIRE DISTRICT RECORDS RETENTION POLICY shall be adopted to wit:

BE IT RESOLVED, by the Board of Fire Commissioners of the Fairview Fire District that the Records Retention and Disposition Schedule LGS-1, issued pursuant to Article 57-A of the Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers and employees in legally disposing of valueless records listed therein.

IT IS FURTHER RESOLVED, that in accordance with Article 57-A of the Arts and Cultural Affairs Law:
(a) only those records will be disposed of that are described in the Records Retention and Disposition Schedule LGS-1 after they have met the minimum retention periods described therein;
(b) only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond the established legal minimum periods.

All district personnel will comply with this policy in determining when to retain or discard a record, and the District Secretary as records officer shall be responsible to carry out this policy.

All department personnel will comply with this policy in determining when to retain or discard a record, and the Chief of Department as records officer shall be responsible to carry out this policy.

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

Chief Reiss presented end of year business.

R20-12-17

Upon the motion offered by Commissioner Malone and seconded by Commissioner Walthall-Moon that the Board shall approve the purchase of 12 adult and 4 child CPR mannequins from CPR Savers at a total cost of \$1,843.26:

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



R20-12-18

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Robinson that the Board shall approve the purchase of 10 Dell Optiplex 780 computers from CDWG Electronics at a total cost of \$10,194.40:

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

R20-12-19

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Robinson that the Board shall approve the purchase of a Dell computer server in an amount up to \$10,000.00:

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

R20-12-20

Upon the motion offered by Commissioner Walthall-Moon and seconded by Commissioner Robinson that the Board shall approve the purchase of a Hurst Cutters and Spreaders from Municipal Emergency Services, Inc. in the amount of \$16,767.80 :

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

R20-12-21

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Walthall-Moon that the Board shall approve the purchase of a Scott RIT-Pak III with a 60-minute air bottle from Municipal Emergency Services, Inc computers from CDWG Electronics at a total cost of \$4,302.64:

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

R20-12-22

Upon the motion offered by Commissioner Robinson and seconded by Commissioner Yizar that the Board shall approve the purchase of 3 Motorola APX 8000 All-Band portable radios at a total cost of \$19,572.30:

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

R20-12-23

Upon the motion offered by Commissioner Walthall-Moon and seconded by Commissioner Yizar that the Board shall approve the purchase of an MSA 6000 Thermal Imaging Camera from Firematics Supply at the cost of \$7,362.50:

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

R20-12-24

Upon the motion offered by Commissioner Malone and seconded by Commissioner Robinson that the Board shall approve the purchase of 15, 2ft-by-4ft, lights, and 10, 8ft-by4ft, lights for the apparatus floor, from Benfield Electric of White Plains, NY at a cost up to \$4,500.00:

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

R20-12-25

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Walthall-Moon that the following Line Transfer in the 2020 Budget shall be approved as recommended by the Treasurer:

2020 Budget Line Transfer: The Treasurer shall reduce the *Medical/Dental Insurance Line* (#108) by the sum of \$30,000.00, decreasing the *Medical/Dental Insurance Line* from \$2,290,868.20 to \$2,260,868.20, and add the sum of \$30,000.00 to the *Computer Hardware & Software Line* (#208), increasing the *Computer Hardware & Software Line* from \$33,000.00 to \$63,000.00;

2020 Budget Line Transfer: The Treasurer shall reduce the *Medical/Dental Insurance Line* (#108) by the sum of \$50,000.00, decreasing the *Computer Hardware & Software Line* from \$2,260,868.20 to \$2,210,868.20 and add the sum of \$50,000.00 to the *Other Equipment & Supplies Line* (#306), increasing the *Other Equipment & Supplies Line* from \$131,875.00 to \$181,875.00:

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

Chief Reiss reported that the COVID-19 vaccine was made available to EMS first responders throughout the state. He noted that approximately 70% of the Department has signed up to receive the vaccine.


Chief Reiss informed the Board that Deputy Chief Michael Danyko intends to retire at the end of January 2021. There was a brief discussion regarding any promotions or hiring that may be necessary to fill his position.

Commissioner Yizar expressed his thanks to all of those who reached out to him and offered their condolences and support with the passing of his brother.

R20-12-26

There being no further business to come before the Board, upon the motion offered by Commissioner Yizar and seconded by Commissioner Robinson that the meeting shall be adjourned at 11:16 hours:

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



Sarah Senior
Fire District Secretary

