

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

Present: Commissioner Vikki Simmons
Commissioner Daymon S. Yizar
Commissioner John Malone
Commissioner James Robinson

Absent: Commissioner Emma Walthall-Moon

Also Present: Secretary Thelia Mauro-Wade
Treasurer Matilde Abate
Chief Howard Reiss
Sr. Clerk Sarah Senior

The regular meeting of the Board of Fire Commissioners of the Fairview Fire District, Westchester County, New York of Thursday, 12 March 2020 convened at 19:35 hours at Fire Headquarters at 19 Rosemont Boulevard, Greenburgh, New York. The presiding officer was Chair Vikki Simmons.

R20-03-01

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

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

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

R20-03-02

Upon the motion offered by Commissioner Robinson and seconded by Commissioner Malone that Sarah Senior shall serve as Secretary Pro tem for the meeting held on 12 March 2020.

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

R20-03-03

Upon the motion offered by Commissioner Robinson and seconded by Commissioner Yizar that the minutes of the regular meeting of 13 February 2020 shall be approved with the following changes: 'Signal Fire Apparatus' included in the Apparatus Committee report shall be corrected to 'Signal 5 Fire Apparatus'.

Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent.

The motion was carried.

Apparatus Committee

The Committee reported that Signal 5 Fire Apparatus was in headquarters on 2 March 2020 to photograph the 1995 KME International, 2000 KME Pumper, and 2002 Pierce Enforcer for sale online.

The production has begun for our two Seagrave fire engines, photos should be coming soon.

The Department is looking to purchase a 2020 Tahoe to serve as a command car in order to phase Rescue-3 into reserve. It should cost less and require less maintenance, pricing is being worked on.



House & Grounds Committee

The work on the Headquarters kitchen is progressing. The subway tile has been ordered and installation has begun and the new door has been installed.

The Committee obtained three quotes for purchase and installation of kitchen countertops.

1. Westwood Fabrications, of Ossining, NY: \$6,400;
2. White Plains Marble, of White Plains, NY: \$7,200;
3. Infinity Stone, of Wolcott, CT: \$7,900.

R20-03-04

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Robinson that the sum of \$6,400 shall be paid to Westwood Fabrications of Ossining New York for the installation of kitchen countertops.

Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent.

The motion was carried.

A C Furia Electrical Motors, of White Plains, NY, was in Headquarters to make adjustments to the basement pumps and floats resolving the issue. There was no cost to this service.

The Headquarters front door and side door, from apparatus floor to parking lot, need to be replaced. A contractor was in to take measurements, we are awaiting pricing.

R20-03-05

Upon the motion offered by Commissioner Malone and seconded by Commissioner Yizar the 'Fairview Fire District Internal Policies and Procedures Governing All Purchases of Goods and Sales' was adopted.

Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent.

The motion was carried.

Chief's Report

R20-03-06

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Malone that the following training shall be approved:

Commissioners Yizar and Malone, Chief Reiss and Sarah Senior to attend the New York State Association of Fire District's training to be held in Uniondale, NY on 30 April 2020 at a total cost of \$495 to the District.

Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent.

The motion was carried.

R20-03-07

Upon the motion offered by Commissioner Malone and seconded by Commissioner Yizar the District will renew the annual licensing for the E-Dispatch software, Kinnelon, NJ.

Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent.

The motion was carried.

The District received an invitation from Coughlin & Gerhart to attend a seminar to be held in Kings Point, NY on 20 May 2020, the invitation was extended to non-clients. The discussion topics include 207-a, Workers Compensation, Disability Retirement, and Collective Bargaining.

Chief Reiss reviewed the Health & Safety Institute's Babysitter Course and believes it may benefit the Department and community to offer the course. The course includes a DVD and additional materials. Those who take the course would receive a Friends & Family CPR card and babysitter



certificate upon completion. The Department could potentially begin offering course sometime in summer 2020 to youth over 11 years of age.

R20-03-08

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Malone the District will renew the Accident and Sickness policy for Engine Company members through Providence Insurance, arranged by the Niles Agency, upgrading the policy coverage, at the annual cost of \$2,672 for three years. Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent. The motion was carried.

Victor Carosi, of the town, notified the Chief's office to disregard the bill received in January for Hydrant Rental fees.

The Department is taking all possible precautions in the wake of the COVID-19. Necessary PPE was purchased, including N95 and P100 respirators, gloves, masks, gowns, cleaning and disinfecting supplies. All groups are meeting to discuss response precautions. The Department is sending 1 rig to EMS calls instead of 2 in order to reduce exposure. 60 Control is sorting calls in order to give proper recommendation to Departments when responding. 60 Control and GPD are using EMD Protocols. Special Orders were put out for decontamination of stations and apparatus. Special Orders were put out on proper procedure for PPE on medical calls. Captain Baker is staying informed and issuing new details daily. The Department is reviewing procedures based on DOH and CDC for exposure reporting. The Chief participated in a Westchester County conference call and attended the Westchester Career Chiefs Association meeting regarding the virus on 11 March 2020.

The Department responded to two fires so far this month. On 2 March 2020 a shed fire at 11 Biltom Rd and a structure fire on 5 March 2020 at 123 Edgepark Rd. Both had quick knock downs due to the excellent work of the members.

The Chief attended the Greenburgh Chiefs meeting on 5 March 2020 regarding Automatic Aid and the Westchester Career Chiefs meeting on 11 March 2020 regarding COVID-19.

Three community events that the Department was scheduled to participate in were cancelled this month. The Career Fair at Westchester County Center on 11 March 2020, Greenburgh Schools Spelling Bee on 3 March 2020, and Greenburgh Schools STEM Fair on 12 March 2020.

On behalf of the Union and Fire District, we received a thank you letter from Toys for Tots.

The Department responded to 159 alarms in February 2020, including 81 EMS and Extrication calls, 9 mutual aid-out responses and 5 mutual aid-in responses. The Department assisted 12 families with child passenger safety seat inspections.

End of Chief's Report

R20-03-09

Upon the motion offered by Commissioner Robinson 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 February 2020: Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent. The motion was carried.

The Board entered into Executive Session at 20:02 hours.

The Executive Session was concluded at 20:45 hours.

R20-03-10

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Malone that the Public Session shall resume:

Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent.

The motion was carried.

R20-03-11

Upon the motion offered by Commissioner Robinson and seconded by Commissioner Yizar that the bills shall be approved as submitted by the Treasurer and recorded in the Account QuickReport as of 12 March 2020 in the amount of \$256,603.94:

Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent.

The motion was carried.

R20-03-12

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 March 2020.

Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent.

The motion was carried.

Secretary Mauro submitted her resignation from her position as Fire District Secretary on 12 March 2020 effective 31 March 2020.

R20-03-13

Upon the motion offered by Commissioner Yizar and seconded by Commissioner Robison that the Board shall accept the signed resignation submitted by Thelia Mauro-Wade from the position of Fire District Secretary on 12 March 2020 effective 31 March 2020:

Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent.

The motion was carried.

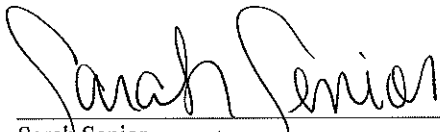
Chief Reiss expressed his gratitude of Secretary Mauro for her over 30 year tenure with the Fire District. He thanked her for her guidance, counsel and effort and stated that she helped him grow tremendously in his position as Chief.

R20-03-14

There being no further business to come before the Board, upon the motion offered by Commissioner Malone and seconded by Commissioner Robinson that the meeting shall be adjourned at 20:47 hours:

Roll call: Commissioners Yizar, Malone, Robinson, and Simmons voting aye, nays none, Commissioner Walthall-Moon absent.

The motion was carried.



Sarah Senior
Fire District Secretary Pro tem