

MINUTES
Regular Meeting of the Eastchester Board of Fire Commissioners
Location: Eastchester Town Hall
(Thursday, July 13, 2023)

Board Members Present:

Chairman Paul Carlo
Commissioner Paul M. Ranellone
Commissioner Anthony J. Lore, Sr.
Commissioner Tony Cerasi

Absent:

Commissioner Brian E. Keating

In Attendance:

Assistant Chief Yozzo
Secretary Marissa “Isang” Smith

1. Call to Order

Action: 1.1 - Meeting called to order

The meeting was called to order at 7:04 PM by Chairman Carlo.

2. Salute to the Flag

3. Treasurer Report

Treasurer Jamie Hedstrom was not in attendance.

4. Chief Report

Chief Tween submitted the following report and Assistant Chief Yozzo presented it:

Alarm activity: 311

Fire: 8

EMS/Rescue: 172

Mutual Aid Given: 3 (FDMV-1, Greenville FD-1, White Plains FD-1)

1) The Eastchester Fire District has responded to two lithium battery fires causing garbage trucks to catch on fire in the last few weeks. We would like to remind the residents that it is illegal to throw rechargeable batteries in the garbage. They should be recycled properly by returning them to a store that accepts batteries for recycling, or residents may contact the Westchester County Hazardous Material Recovery Facility (H-MRF) in Valhalla by calling 914-813-5425 to

make an appointment to dispose of unwanted or damaged Lithium-Ion batteries.

2) Due to the Canadian wildfires causing the local air quality index to be periodically considered unhealthy, the District has a supply of N-95 masks available to the public at each firehouse. We received a donation of N-95 masks from the Bronxville CVS last year, and we are making those masks available to the public. Stop by any firehouse in Eastchester, Tuckahoe, or Bronxville to request an N-95 mask. This info is also on our website and social media platforms.

3) Vehicle and equipment maintenance is being done in-house as much as possible by part-time mechanic Hank Henninger. His report was emailed to the Board on 7/10/23. He will be on vacation for the next two weeks.

4) Tim Dalton's weekly maintenance reports for June were emailed to the Board on 7/10/23. The new HVAC system for the offices at Fire Headquarters should be completed by tomorrow. The new flooring should be completed by early next week. The new office furniture has been delivered and will be assembled by Tim Dalton once the new floor installation is completed.

5) Fire Prevention and Code Enforcement activities continue with numerous plan reviews and inspections. The Fire Prevention reports were emailed to the Board on 7/10/23.

6) Currently there are five members are out on long-term absence.

7) The five probationary firefighters in the Career Chiefs Firefighter Academy will be graduating in two weeks on Friday July 28th. They will work approximately one week on straight day tours for orientation and driver training on the apparatus. After orientation they will be assigned to a Group and will begin working a 24-hour tour.

8) B&B Contracting Group is in the process of hiring subcontractors to begin the next phase of construction at the Chester Heights firehouse. On June 21 st there was a site visit by B&B Contracting Group, Pondosa Architecture and Planning, Tim Dalton, myself, and Commissioner Ranellone to review the heating system issues such steam lines that were removed to facilitate the installation of steel beams for the apparatus floor replacement. Hopefully the mechanical drawings will be updated soon and the work can begin at the firehouse.

9) Retired Firefighter Sebastian "Sal" DeMeo passed away on June 21, 2023. He was appointed a member of the career staff and issued Badge #61 on April 1, 1961. He received a disability retirement on August 2, 1972, serving over 11 years with the District. I would ask that the Board close tonight's meeting with a moment of silence in his memory.

Respectfully submitted July 13, 2023 by Chief Brian Tween

NOTES: Commr. Lore commented that Mr. DeMeo served as a police officer in Tuckahoe before he joined the Fire Department. // Commr. Cerasi asked after two firefighters after a Mount Vernon fire. Assistant Chief Yozzo confirmed and shared one is back to duty and one is awaiting tests.

5. Secretary Report

Secretary Marissa "Isang" Smith submitted the following report:

COMMUNITY OUTREACH

1) Website Metrics:

a) Working on switching to Google Analytics 4 for July data

2) June Social Media: 9 Posts:

- a) Instagram: @EastchesterFireDistrict
 - b) Facebook: Eastchester Fire District
 - c) Twitter: Eastchester FD
- 3) Social media content was created in response to growing concerns over the potential hazards associated with lithium-ion batteries.
 - 4) The July newsletter was sent out on July 3rd, combined with June content

FOIL OFFICER

- 1) Our office received 0 FOILs in June

RECORDS DIGITIZATION

- 1) Two inventory clerks have begun work on the Station 3 records room. They anticipate completing that location by the end of this week. They will then proceed to work on Headquarters and Fire Prevention. An estimated 30-plus cubic feet will be discarded at Station 3.
- 2) Continued research for an electronic content management system to manage district records in preparation for digitization. I anticipate submitting the findings to the Board in August.

OFFICE - GENERAL

- 1) OML Document for July Meeting
- 2) Minutes have been updated and posted to the website
- 3) Updated 2023 resolutions spreadsheet
- 4) Regular office tasks as needed, including scheduling, billing, customer service, and staff support.

6. Business Office Recommendations

Action: 6.1 - Payment of Bills

Resolution: BE IT RESOLVED:

BE IT RESOLVED: That the Board of Fire Commissioners approves to pay the bills and vouchers as presented. The Board has been supplied with two sets of bills and one credit card bill. Chief Tween has reviewed all prior to the meeting, except certiorari claims and those specifically marked as reviewed by the Treasurer. The Treasurer has requested the Board approve the following:

Warrant 1- 7/13/23 - \$378,400.15

Warrant 2- 7/13/23 - \$17,350.00

Credit Card – 7/18/23 - \$1,482.13

Total \$397,232.28

Motion by Chairman Carlo, seconded by Commr. Lore

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Carlo

7. Other Business

Action: 7.1 - EFD Sexual Harassment Policy

Resolution: BE IT RESOLVED: That the Eastchester Board of Fire Commissioners adopts the revised EFD Sexual Harassment Policy that will supersede the December 13, 2018 version.

Motion by Chairman Carlo, seconded by Commr. Cerasi

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Carlo

Action: 7.2 - Heating - Chester Heights

Resolution: BE IT RESOLVED: That the Eastchester Board of Fire Commissioners approves the change order from B&B for Station 4: Convert eight radiators on the 2nd floor, and five on the first floor. Radiators will be converted from steam to hot water heat. Purchase 2-Lochinvar KBN 211 gas water condensing boiler with side wall vents. Re-pipe gas from the existing meter to new boilers and first-floor stove. Purchase and install a 40gal indirect heater to work with new boilers. Create four new heating zones and one water heater zone, all working with the boiler system. Purchase and install radiators in the basement as shown on the plans. with a proposed credit of \$3,435.00. This is subject to the building department and legal review.

Motion by Chairman Carlo, seconded by Commr. Lore

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Carlo

Action: 7.3 - Proclamation - Patrick Dotoli

Resolution: BE IT RESOLVED: That the Eastchester Board of Fire Commissioners approves a proclamation for retired firefighter Pat Dotoli, who celebrated his 100th birthday on July 2nd. He was appointed to the fire department on April 16th, 1949, and retired on December 31st, 1987, serving the district for 38 years.

Motion by Commr. Ranellone, seconded by Chairman Carlo

Final Resolution: Motion Passed

Yes: Commr. Cerasi, Commr. Lore, Commr. Ranellone, Commr. Carlo

8. Future Meeting Dates

Action: 8.1 - August 10, 2023 - Eastchester Town Hall - Regular Meeting Information

9. Comments from Local 916

No comments provided

10. Comments from the Public

Resident Mike Parici thanked Chief Tween and Assistant Chief Yozzo for the N-95 masks provided to the residents. Mr. Parici commented on the plans for the heat in Chester Heights and hoped to see progress in getting the members back into Station 4. Chairman Carlo shared he hoped to get the members back in soon. Mr. Parici wished everyone a good summer.

11. Comments from the Commissioners

Commr. Lore asked how long the lease was left for the old marbledale schoolhouse. Chairman Carlo hoped the matter could be resolved to have the members back in Station 4 by the Fall. Discussion continued on the Station 4 heaters and the continued work needed for the members to leave the schoolhouse. Assistant Chief Yozzo commented that the members must be out of the school house as it's bad for morale. Discussion continued on the issues of remaining in the schoolhouse.

Commr. Lore thanked the department and the Board for letting the volunteers use the maintenance truck to pull the hose cart. Commr. Lore also thanked Commr. Ranellone for his assistance in pulling the hose cart. Public member Tom Visci shared a recap on the Mamaroneck Parade and that they won the oldest non-motorized antique award.

Commr. Cerasi commented on the lithium-ion battery issue and asked if it was on the website. Secretary Isang reported that information was shared on the website and social media, where residents could recycle batteries and learn more about the hazards of lithium-ion batteries. Discussion continued on the issue of lithium-ion batteries and concerns about future hazards.

Commr. Ranellone shared his monthly activity, where on June 21st, he visited Station 4; on June 26th attended the wake for retired firefighter Sebastian DeMeo; on June 28th, he marched in the Mamaroneck parade; on June 30th, he visited Station 3 to meet engineering reps to review the structure, and visited headquarters on several occasions to check on the progress for the front office and captains renovations.

Commr. Lore shared that the New Rochelle Fire Department Chief provided information on a ceremony for former Deputy Chief Vincent Spadaro at the 9/11 monument at Mt. Kensico dam and invited the public to attend.

Commr. Ranellone requested a moment of silence for retired firefighter Sebastian DeMeo and the two Newark firefighters who passed away. There was unanimous agreement, and a moment of silence was held.

12. Adjournment

Action 12.1 - Motion to Adjourn

Motion by Chairman Carlo, unanimously agreed upon

Final Resolution: Motion passed

Yes: Commr. Carlo, Commr. Cerasi, Commr. Lore, Commr. Ranellone,

The meeting adjourned at 7:25 PM.

DRAFT