

**WADING RIVER FIRE DISTRICT
1503 North Country Road
Wading River, NY 11792**

Minutes of the May 09, 2016 Meeting

The meeting of the Board of Fire Commissioners was called to order by Chairman Lateulere at 1830 hours with the Pledge of Allegiance and a moment of silence for our first responders and military who have made the ultimate sacrifice, including Sag Harbor Firefighter Stafford.

Chairman Lateulere, Vice Chairman McManus, Commissioners Erick, Colitti and Meier, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, and Chief Ryan were present at the meeting. Commissioner Colitti delayed due to work.

Commissioner Erick made a motion, seconded by Vice Chairman McManus, unanimously approved to accept the minutes of the April 28, 2016 meeting.

Correspondence: **Secretary Donnelly**

- Invitation to the Riverhead Fire Department Annual Banquet to be held Friday, May 13. Commissioner Meier plans on attending.
- Saturday, May 14th is the Town of Riverhead S.T.O.P program at the Town Highway Department. District Manager will work with houseman Pirnak.
- Suffolk County Fire District's meeting May 19th in Northport. Guests are PSEG regarding rebates, and the Board of Elections. Commissioner Meier and District Secretary may attend.

Secretary Report: **Secretary Donnelly**

- Records update – 91363 documents scanned to date
 - PCRs to date.
 - Treasurer records – to April 2016, 2012 almost complete. Will continue to scan to date and back.
 - Destruction of records with Chief McQueeney may have to wait until June.
- Permissive Referendum for the Chiefs vehicle has been published.

Public Comments: **Secretary Donnelly**

- None

Wading River Fire Department: **Bill Savage**

- Requested use of the hall on Tuesday, June 21, for a blood drive. And to have it posted on the sign. Chairman Lateulere made a motion, seconded by Vice Chairman McManus, and unanimously approved.

Joe Mottola from H2M

Present to review the breakdown of item included in the bond. Discussion.

- Chairman Lateulere made a motion, seconded by Vice Chairman McManus, to accept the bond of \$6,727,677 (HQ - \$3,888,177, Station 2 - \$2,839,500) with the bond breakdown provided by H2M. Discussion regarding the breakdown of bond numbers. Roll call vote – Commissioner Erick – Yes, Commissioner Meier – No, Chairman Lateulere – Yes, Vice Chairman McManus – Yes, Commissioner Colitti – not present. Counsel will provide the engineers recap to the Bonding Counsel for review of schedule of useful life and impact on bond length. Commissioner Lateulere requested that the feedback from Bonding Counsel is reviewed by the Board prior to going to the public.
- District Manager inquired from Counsel the impact of piercing the cap will have on the tax rebate checks. Counsel will review and update the Board as there have been changes.

Material Requests: District Manager Michalakopoulos

- 2016-033 – Uniform alterations. Commissioner Erick made a motion, seconded by Vice Chairman McManus, unanimously approved to purchase.

District Manager Report: District Manager Michalakopoulos

- Communication tower at Station Two – Meeting tomorrow with the vendor. Will also take the vendor to the water tower for a quote.
- Town of Riverhead would like to turn over the 100 amp service. District Manager will meet with Palace Electric for a quote to take over / convert. May have to request bids due to cost.
- Working with the Chief to set up a meeting with IWT.
- Website – will request a presentation for the next meeting.
- Phones – training is scheduled for Monday, May 16.
- LIPA rebate – the district is expected to receive \$17,750 as a rebate. Chairman Lateulere thanked the District Manager and Counsel on behalf of the Board and tax payers for their work on this.
- 6-3-80 received the certification today. Currently at Ford to have the tire gauge indicator fixed.
- 6-3-9 brakes have been repaired and is in service.
- Commissioner Erick requested the specs / cost of the pump for 6-3-8.

Treasurers Report: Treasurer Bushell

- Bills total \$19,413.03. Commissioner Meier made a motion, seconded by Vice Chairman McManus, unanimously approved to pay the bills.
- Received the following checks for deposit.

○ VFIS	\$ 377.05
○ Town of Riverhead	\$ 9,458.97
	\$18,207.36
	\$ 2,454.72

- Next Budget Committee meeting is scheduled for Monday, June 6 at 5:30 pm. Requested email her questions and/or ideas.

Attorney's Report: Attorney Sapienza

- Permissive referendum was published in Newsday today.
- Has been speaking to National Grid regarding the gas hook up.
- Requested executive session for personnel.

Chief's Report: Chief Ryan

- Submitted the mutual aid policies to the Board for review.
- Submitted the March alarms to the District Secretary.
- Commissioner Lateulere made a motion, seconded by Commissioner Erick, unanimously approved to send Marissa Cox to EMT basic course for a cost of \$130.
- Chairman Lateulere inquired if SCM has been able to break down the mutual aid calls received / given. Currently no.
- Chairman Lateulere requested follow up on the second First Responders for the event at Calverton National Cemetery and Duck Pond Day in June.

Chairman Lateulere made a motion, seconded by Vice Chairman McManus, and unanimously approved for executive session.

Adjournment for Executive session 1905 hours
Reconvene from Executive session 1925 hours

Commissioner Reports

Commissioner Erick

- Requested follow up from the Board on the proposed District Election policy. Discussion. Commissioner Erick made a motion, seconded by Vice Chairman McManus, unanimously approved to replace the current District Election policy with the proposed policy. District Secretary will provide the policy for signatures at the next meeting.
 - Discussion regarding designated petitions and a cover sheet to accompany the petitions.
- Submitted the 2016 LOSAP and requested to have SCM match the categories.
- Commissioner Colitti requested the Chief provide a list of SCM issues that is broken down by user issues and enhancement requests. Commissioner Colitti requested from the Chief a list of issues with SCM for Board review. Chief Ryan clarified they are more enhancement requests.

Commissioner Meier

- Reported that the monitor in the radio room is having issues. District Manager is aware, feels it may be the adaptor.

- Discussion regarding the phone firehouses being removed with the installation of the new phone system. District Manager explained that the new phone does not fit in the firehouse phone box.
- Attended the Albany meeting.
 - Completed Commissioner Training and submitted his certificate to the District Manager. There was a bond training session held at the same time. Counsel will see if this is available for review.
 - Attended a seminar from an insurance company regarding liabilities regarding liabilities / injuries within the fire house. Commissioner Meier addressed reported issues with cleanliness of the bathrooms and requested that a PM houseman is brought back for a few nights per week to be present for functions and to help as the day houseman will be beginning outdoors work. Chairman Lateulere requested that a list of items that are not being addressed is provided to the Board for review and it can be discussed at the employee meeting on May 16. Commissioner Colitti reported that he is not in favor of adding additional staff during non- working hours without the District Manager being able to assign and monitor functions. Discussion. Chairman Lateulere will also contact Neefus Stype.
 - Tony Gallino of Rocky Point was elected President.
 - Attended the memorial service and received the candle for Ray Wiwczar and for Sam Quinn. He will be able to give the candle to the Wiwczar family and requested that the candle is sent the Quinn family.
- Plans on attending the Suffolk County Fire Districts meeting on May 19.

Commissioner Colitti

- Although he missed the motion regarding the bond, he is in support of the bond.
- Thanked the District Staff for organizing the Officers room at Station Two.
- Requested Chief Ryan have the members bring any issue with District employees to the Chief. And they do not address their concerns directly with the District employee(s).
- Discussion regarding the surplus of the Headquarters tables and chairs that are at Station Two. Discussion regarding storing for use during for functions vs renting. Agreed to surplus due to the condition of the tables and chairs.
- Discussion regarding holding functions at Station Two. Chairman Lateulere made a motion, seconded by Commissioner Colitti, to not hold functions other than training and response until the proposed work is completed. Discussion. Approved by Commissioner Meier. Opposed by Vice Chairman McManus and Commissioner Erick.
- Requested the Chief communicate that things taken from Headquarters are returned to Headquarters, and the same for Station Two. And that non District items are removed. Chief requested if items used for stand-by could be stored in the Officer's room, agreed.

Vice Chairman McManus

- Requested that the debris from the tree on the corner of the Headquarters property is removed for safety reasons. District Manager reported the tree is on the church property, but he will contact the Town to have it removed.

Chairman Lateulere

- Requested to put on record that he will not be able to attend the May 23 meeting due to work.
- Thanked Chief Ryan, Chief McQueeney and the District Manager for attending the today's employee meeting. Next meeting will be in June of which the call-ins will be invited.
- Thanked the First Responders for covering extra shifts that have become open due to injuries.
- Reported that he has received positive feedback regarding the night time duty crews. Thanked the Chief and members for doing a great job.
- Reported on recent of positive surveys for services provided.

Ex-Chief Savage requested an update on the memorial stone. Discussion regarding possible dates of the memorial services.

Vice Chairman McManus made a motion, seconded by Commissioner Meier and unanimously approved to adjourn.

Meeting adjourned at 1955 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District