

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

Minutes of the May 23, 2016 Meeting

The meeting of the Board of Fire Commissioners was called to order by Vice Chairman McManus 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.

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

Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved to accept the minutes of the May 09, 2016 meeting.

Public Comments: **Secretary Donnelly**

- None

Correspondence: **Secretary Donnelly**

- Thank you note from the exchange students for the use of the hall.
- Affidavit of Publication of the legal notice for the purchase of Chief's vehicle – Newsday.
- FDNY – Lt. Joseph DiBernardo Memorial Foundation – Giving to Chief.
- Invitation to Flanders 3rd Annual Golf Outing. Giving to Chief.
- NYS Office of Fire Prevention & Control Haz report Dr. Sabo. Giving to Chief.
- The Counsellor May 2016

Secretary Report: **Secretary Donnelly**

- Working with Chief Ryan on the NYS Dept. of Conservation Volunteer Firefighters grant.

Wading River Fire Department: **Bill Savage**

- Not present

Material Requests: **District Manager Michalakopoulos**

- 2016-0032 – 2 1/1 – 1 1/34 replacement adaptors (10). Commissioner Colitti made a motion, seconded by Commissioner McManus, unanimously approved.
- 2016-0033 – EMS orange helmets (6). Discussion with Chiefs. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved.
- 2016-0034 – EMS helmet shield for 6-3-73. Discussion with Chief. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved.

- 2016-0035 - Medical supplies. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved.
- 2016-0036 – Eye was premix solution. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved.
- 2016-0037 – Morning pride class 2 harness for Firefighter Savage. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved.

District Manager Report: District Manager Michalakopoulos

- Cascade system – working with the Chief on access issue.
- Held a conference call with the Chief and the SCM. They are making progress.
- Working on setting up a meeting with the Chief and the radio vendor.
- Has requested quotes from Gear Grid for 2 sizes of lockboxes for the truck bay.
- SEQRA for Station Two tower pending.
- Water tower – received prices from Palace Electric \$8,404.59, MMJ \$9,785.00 and Hink Electric \$14,412.00 to complete work at the tower to resolve the service issue. Commissioner Colitti made a motion, seconded by Commissioner Meier, to have Palace Electric complete the work from the communication budget for the amount of \$8,404.59, unanimously approved.
- National Grid –nothing to report.
- Website – working with the Chief for the domain name to be transferred into his control. Chief Ryan is working with Counsel on a letter for Bob Petricek.
- Has received the rebate letter of approval from PSEG. Waiting on the check.
- Working with vendors regarding the Station Two tower. A photo of the proposed tower was presented to the Board for review. Photo displays the district antennas 6 inches from the pole as required. Discussion. Commissioner Colitti requested in writing that the operation of the siren will not affect the antennas.

Treasurers Report: Treasurer Bushell

- Bills total \$49,409.64. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved to pay the bills.
- Received the following checks for deposit.
 - VFIS \$ 984.49
 - Town of Riverhead \$29,207.44
- Advised that the permissive for the professional services was running low. Board requested this is put on hold until a full Board is present.
- Sent the budget vs actual report to the Board. Reported the equipment budget has \$7,400.00 remaining. Requested to be included on the emails regarding material requests so she can be aware of costs.
- District Manager discussion with the Board regarding the use/lack of use of the Surface Pros to review and approve requests.
- Reported the following budget adjustments
 - Increase of \$15,000 to signal 8 due to installation dinner. Decrease to gasoline resulting from low gas prices.

- Increase to telephone expenses due to transition to new system. Decrease from WKC.
- Budget Committee meeting. Discussion. June 6, meeting is rescheduled for June 20 at 5:45pm.

Attorney’s Report: Attorney Sapienza

- As directed he has submitted the H2M information to the Bond Counsel for review to determine useful life. Preliminary thought is there could be 30 year bond. Bond Counsel has been referred to Joe Mottola for questions Counsel can’t address.
- In response to the tax cap question of the last Board meeting – understanding is if the tax cap is exceeded, there will not be a refund to the taxpayers of the fire district for the fire district portion of the rebate. Discussion.
- Requested executive session for personnel.

Chief’s Report: Chief Ryan

- Has discussed the NYS Dept. of Conservation grant with the District Secretary.
- Submitted files of two members who have passed the physicals – Victoria Kane and Camille Jenkins.
- Submitted a resignation letter from Brianna LaShier.
- Submitted updated Doctor’s note from Dianne Brayer stating she is unable to return to duty.
- Working on a light duty plan for the members with the Chief’s. Upon completion he will submit to the Board for review. Has submitted some information to the Board. Verified if the Board has been receiving his emails. They have not.
- The new telephone system was brought up at the Department meeting. He will work with the District Manager regarding job aids and training beginning with the Officer’s.
- Discussion regarding events at Station Two. Tabled until a full Board is present.

Commissioner Colitti made a motion, seconded by Commissioner Meier, and unanimously approved for executive session.

Adjournment for Executive session 1910 hours
Reconvene from Executive session 1940 hours

- Vic-Chairman McManus made a motion, seconded by Commissioner Meier to accept the applications for Victoria Kane and Camille Jenkins effective Juen1, 2016, unanimously approved.

Commissioner Reports

Commissioner Meier

- Attended the Suffolk County Fire Districts meeting with the District Secretary.
 - Board of Elections was present to review the use of the new election machines.

- PSEG was present to discuss rebates and the need to complete a walkthrough and pre-approval for the rebate.
- Tony Cruz from Cancer Survivor's was present to discuss the firefighter cancer support program.

Commissioner Colitti

- Chairman Lateulere, District Manager and himself have met with the district employee's. Meetings were positive. There was discussion with Chairman Lateulere about the need to have work sessions possibly on the weekend. Will plan on the next employee meetings being a 1 on 1 format with the employees.
- Inquired if the District Manager was able to get Carolyn a mailbox. Discussion regarding adding mailboxes to the existing system.
- District Manager and Commissioner Colitti met with the radio vendor regarding the Headquarters PA system. Due to estimated cost the District Manager will need to request bids. Will look to have wiring run by district employees.

Vice Chairman McManus

- Nothing to report.

Commissioner Meier made a motion, seconded by Commissioner Colitti and unanimously approved to adjourn.

Meeting adjourned at 1950 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District