

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

Minutes of the June 13, 2016 Meeting

The meeting of the Board of Fire Commissioners was called to order by Commissioner Erick at 1837 hours with the Pledge of Allegiance and a moment of silence for emergency workers and the victims from Orlando, Fla.

Commissioners Erick, Colitti and Meier, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, and Chief Ryan were present at the meeting. Chairman Lateulere excused. Vice Chairman McManus delayed until 1955.

Commissioner Meier made a motion, seconded by Commissioner Colitti, unanimously approved to accept the minutes of the May 23, 2016 meeting.

**Wading River Fire Department: President Hammer**

- Requested to verify with the Board that the family picnic and steak and stein normally held at Station 2 are not allowed this year. Discussion regarding the Boards motion made at a prior meeting as per the deed, and the bond. President Hammer offered to obtain a letter from the State Parks granting permission. It was agreed to review the decision if a letter is provided from the parks.

Bill Schiebel requested clarification on the term recreation used in the motion and the concern of the membership if they can be at Station Two if there is not as firematic reason to be in the building.

Counsel discussed the deed, proposed bond and will provide clarification on the word recreation.

Chief Ryan explained that in 2001 he had received verbal permission from the parks to use Station Two for events other than training, events have been held since without a problem. Also requested to know if the building is safe for the members. It was agreed that per H2M the building is structurally safe, but operational use is compromised.

- President Hammer requested to have something put something in place of the spot where the phone box was. Commissioner Colitti will work with the District Manager and President Hammer to resolve.

**Public Comments:**

**Secretary Donnelly**

- None

**Correspondence: Secretary Donnelly**

- May 18, 2016 letter from the Town of Brookhaven regarding knox boxes. Chief, District Manager and Board have a copy.
- Brookhaven Town Fire Districts Officers Association April 21, 2016 meeting minutes.
- Fire District Affairs.
- The Counsellor June 2016.
- Letter from J. Lyons Consulting regarding consulting services for apparatus purchases, bids, sales. Copy given to the Chief.

**Secretary Report: Secretary Donnelly**

- Submitted the NYS Dept. of Conservation Volunteer Firefighters grant application.
- Submitted the previously approved District Election policy to the Board for signatures. Also submitted for review the Fire Commissioner Election Petition Instruction sheet to be attached to petitions. Board agreed to use the submitted petition guidelines.
- Reported Caroline Roberto was not on the list for the Town of Riverhead Volunteer Firefighter Tax Exemption. Has spoken to Assessor Mason Hass and it is being resolved.

**Material Requests: District Manager Michalakopoulos**

- 2016-0038 – Radio antennas and batteries. Commissioner Colitti made a motion, seconded by Commissioner Meier, and unanimously approved.
- 2016-0039 – Annual software renewal (firewalls). Commissioner Colitti made a motion, seconded by Commissioner Meier, and unanimously approved.
- 2016-0040 – Medical supplies. Consumable. Commissioner Meier made a motion, seconded by Commissioner Colitti, unanimously approved.

**District Manager Report: District Manager Michalakopoulos**

- Radio vendor - working on setting up a meeting with the Chief and the radio vendor.
- Lockboxes - has submitted 6-3-33 with information regarding the Gear Grid lockboxes for the truck bay.
- SEQRA – working with Counsel on the SEQRA for the Station Two tower.
- Water tower – Town of Riverhead Water has agreed that the electric can be switched, and has required as built drawings. District Manager is working with the electrical vendor and the town.
- National Grid – Nothing to report.
- Website – Chief is working on the domain name.
- 6-3-5 – possible water leak.
- 6-3-6 – rotting in cabinet. District Manager will provide options.
- 6-3-6 – leak from the marker light.
- 6-3-11 – ground issue.
- 6-3-1 – leaky valves.
- 6-3-27 – received the NYS Inspection.
- 6-3-80 – received the NYS Inspection.



## **Commissioner Reports**

**Commissioner Colitti** – Nothing to report.

**Commissioner Meier** – Reported that he will be attending Turningstone.

**Commissioner Erick** – Nothing to report.

## **Committees**

### **Headquarters and Station Two**

Chairperson: Commissioner Colitti – Thanked the District staff for their hard work being done at both houses.

Alternate: Commissioner Meier

Chief's Staff: Chief Ryan

### **Supervision of District Employees**

Chairperson: Chairman Lateulere

Alternate: Commissioner Erick – Nothing to report.

Alternate: Commissioner Colitti – Nothing to report.

### **Installation Dinner**

Chairperson: Commissioner Erick – Nothing to report.

Alternate: Vice Chairman McManus

Treasurer Bushell regarding budget.

Chief's staff: 1<sup>st</sup> Deputy Chief Kevin McQueeney – Nothing to report.

Department: Bill Savage

### **District Maps**

Chairperson: Commissioner Erick – Nothing to report.

Alternate: Vice Chairman McManus

Chief's staff: 3<sup>rd</sup> Deputy Chief Branden Heller

### **Hydrants**

Chairperson: Commissioner Erick – Nothing to report.

Alternate: Commissioner Colitti

Chief's staff: 3<sup>rd</sup> Deputy Chief Branden Heller

### **Commercial and Residential Subdivisions**

Chairperson: Commissioner Erick - Town of Riverhead – Nothing to report.

Alternate: Chairman Lateulere - Town of Brookhaven

Chief's staff: 3<sup>rd</sup> Deputy Chief Branden Heller

## **Insurance/Finance**

Chairperson: Chairman Lateulere  
Alternate: Vice Chairman McManus

### **LOSAP**

Chairperson: Vice Chairman McManus  
Alternate: Commissioner Meier

### **Legislation/Regulations**

Chairperson: Chairman Lateulere  
Alternate: Vice Chairman McManus

### **Compliance: Dept. of Health, OSHA, EMS and First Responders**

Chairperson: Chairman Lateulere  
Alternate: Commissioner Colitti – Nothing to report.  
Chief's staff: 2<sup>nd</sup> Deputy Chief Tony Bitalvo / Chief Ryan

### **Vehicles and equipment**

Chairperson: Vice Chairman McManus  
Alternate: Commissioner Erick – Requested an update on the replacement Chief's vehicle. Chief Ryan reported there is no update, but they have reviewed an ambulance with the Officers. District Manager requested if there is a budget for the ambulance. Discussion regarding a budget for an ambulance, and replacement vs an addition. Put on hold until a full Board is present. Commissioner Colitti requested to put on record that he is not for a 3<sup>rd</sup> ambulance, but would like a replacement policy from the Chief so it can be properly budgeted. Discussion.  
Chief's staff: 1<sup>st</sup> Deputy Chief Kevin McQueeney / Chief Ryan

### **Computer/Network Administration**

Chairperson: Commissioner Colitti - Nothing to report.  
Alternate: Commissioner Meier – Nothing to report.  
Chief's staff: 2<sup>nd</sup> Deputy Chief Tony Bitalvo / Chief Ryan

### **Land acquisitions**

Chairperson: Chairman Lateulere  
Alternate: Commissioner Colitti – Nothing to report.

### **Budget preparation**

Chairperson: Treasurer Bushell – Meeting June 20.  
Commissioner Colitti  
District Manager Michalakopoulos  
Secretary/Deputy Treasurer Donnelly  
Chief's staff: 2<sup>nd</sup> Deputy Chief Tony Bitalvo / Chief Ryan

**District policy, rules, regulations review**

Chairperson: Secretary/Deputy Treasurer Donnelly – Waiting on proposed medical leave policy. Requested next policy to be reviewed.

Alternate: District Manager Michalakopoulos  
Board of Fire Commissioners

Chief's staff: Chief Ryan

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

Meeting adjourned at 2000 hours

Respectfully submitted,

Steven Donnelly  
District Secretary  
Wading River Fire District