

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

Minutes of the November 14, 2016 Meeting

The meeting of the Board of Fire Commissioners was delayed due to an alarm.

The meeting of the Board of Fire Commissioners was called to order by Chairman McManus at 1839 hours with the Pledge of Allegiance and a moment of silence for our First Responders and military who have made the ultimate sacrifice.

Chairman McManus, Vice-Chairman Erick, Commissioners Colitti, and Meier, District Manager Michalakopoulos, Secretary Donnelly, Attorney Sapienza, and Chief Ryan were present at the meeting. Treasurer Bushell was excused, District Secretary Donnelly gave the Treasurer report.

Vice Chairman Erick made a motion, seconded by Commissioner Colitti, unanimously approved to accept the minutes of the October 24, 2016 meeting.

**Public Comments:** **Secretary Donnelly**

- None

**Correspondence:** **Secretary Donnelly**

- October 18, 2016 letter from NYS Senator Phil Boyle regarding fentanyl/carfentanil training. Chief has a copy.
- November 9, 2016 letter from Suffolk County FRES regarding radio / communication survey request. Chief has a copy.
- November 11, 2016 letter from Wading River Fire Department Inc. requesting to hold a blood drive December 28 from 3:00 pm – 9:00 pm. And notice to be posted at Headquarters and Station Two 2 weeks prior to the event. Agreed as there are no conflicts.
- Notification from the Southern Pine Beetle Research Forum March 8 and 9 at Brookhaven Labs. Copy given to the Chief.
- November 7, 2016 letter from Board of Elections confirming the Districts request for services for the annual election.
- November Counsellor.

**Secretary Report:** **Secretary Donnelly**

- 2017 Budget has been delivered to the towns of Riverhead and Brookhaven.
- Working with the Chief regarding grants.
- Election inspectors have been notified.

**Wading River Fire Department:      President Hammer**

- Not present

**Treasurers Report:                      Secretary Donnelly**

- Bills total \$141,562.55. Commissioner Colitti made a motion, seconded by Vice Chairman Erick, unanimously approved to pay the bills.
- Following budget adjustments. Telephone + \$6000.00, Legal - \$6000.00. Vice Chairman Erick made a motion, seconded by Commissioner Colitti, unanimously approved to transfer the funds.

**Material Requests:                      District Manager Michalakopoulos**

- 2016-0090 – Medical supplies. Commissioner Colitti made a motion, seconded by Commissioner McManus, unanimously approved.
- 2016-0091 – Medical supplies. Commissioner Colitti made a motion, seconded by Commissioner McManus, unanimously approved.
- 2016-0092 – Medical supplies. Commissioner Colitti made a motion, seconded by Commissioner McManus, unanimously approved.
- 2016-0093 – Medical supplies. Commissioner Colitti made a motion, seconded by Commissioner McManus, unanimously approved.
- 2016-0094 – Medical supplies. Commissioner Colitti made a motion, seconded by Commissioner McManus, unanimously approved.
- 2016-0095 – Medical supplies. Commissioner Colitti made a motion, seconded by Commissioner McManus, unanimously approved.
- 2016-0096 – Medical supplies. Commissioner Colitti made a motion, seconded by Commissioner McManus, unanimously approved.
- 2016-0097 – Supplies for ID system. Discussion regarding being necessity not inventory. Vice Chairman Erick made a motion, seconded by Commissioner Colitti, unanimously approved.
- 2016-0098 – Firefighter equipment – survivor light batteries. Vice Chairman Erick made a motion, seconded by Commissioner Colitti, unanimously approved. Discussion re replacements not extras.
- 2016-0099 – Firefighter equipment – fire shelters. Vice Chairman Erick made a motion, seconded by Commissioner Colitti, unanimously approved.

**District Manager Report:              District Manager Michalakopoulos**

- Commissioner's garage bay door - vendor suggested door is replaced. It will be reviewed after January 1.
- 6-3-27 update - In service.
- 6-3-8 air horn update. Will be addressed with the stripping and lighting.
- Station Two parking lot light has been installed.
- Annual pump testing - District Mechanic reported the trucks are ready for testing. District Manager and District Mechanic will schedule the testing with the vendor, not County facility for cost savings.

- SCM software – Stand-by report completed.
- SCM software – discrepancy report will be live January 1. Commissioner Colitti verified the Chief and District Manager will have those who need training trained so the system is live January 1.
- Fire alarm systems – Simplex completing final walkthrough this week. Fire Marshal has been invited but is not available for the walkthrough due to vacation.
- Chief Ryan's vehicle replacement – expected delivery December 19. Finalizing command box and vehicle stripping with the Chief. Discussion regarding having a packet for future vehicles to keep things uniform.
- Repair /correction of phone # on recruitment signs.
- Station Two signs – expected delivery is 1 week. Will be requesting a price from local electrician.
- Station Two communication tower bid package – package submitted to the Board for review. Discussion. Bid opening will be scheduled for December 12, 2016. Counsel will submit legal notice to Newsday.
- Website – continuing to be constructed. Chairman Erick has sent information to be added regarding the Fire District history. Discussion regarding the Department information needed. Chief will work with the Department liaison
- Boat lift area – Assistant Chief McQueeney has been working with PSEG and National Grid regarding power and lighting. Chairman McManus requested the boat is winterized.
- Commissioner Colitti inquired on the status of the NFIS report and requested from Chief Ryan that the report is up to date for current and previous years by December 31.

### **1902 Commissioner Meier returned from alarm**

- Vice Chairman Erick advised of issues with the Station Two and power plant siren. District Manager has spoken with IWT regarding both. It was suggested to replace the power plant siren with the spare if compatible.
- Vice Chairman Erick discussed the snow removal plans. Discussion regarding the Boards past plans to go out for RFP and availability of the District staff. District Manager will verify availability of the District staff.
- District Manager reported the Pitney Bowes postal meter lease renewal of \$62.53 is due. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved to pay.
- District Manager reported an issue with the low band radio/antenna damage on 6-3-16 on Friday. IWT reminded the District Manager that there is not a service contract in place. IWT suggested the replacing the antenna with a roof line antenna to avoid future damage. Cost of antenna is \$840.00, labor is \$250.00. Discussion regarding vendor, service contract for the radios, possible moving the antenna to above the cab. Counsel will work with the District Manager on a possible RFP. District Manager will get a price to move the antenna.

### **Chief's Report:**

### **Chief Ryan**

- Requested executive session for personnel.

- Due the Officers meeting being cancelled the accident report for Bill Savage and 6-3-27 will be reviewed at the next Officers meeting, and prior to next BOFC meeting. Return to duty medical has been received for Bill Savage.
- Chief has been working with the District Manager regarding the SCM length of service of members in good standing reporting. Discussion regarding by-laws and Chiefs rules.
- Updated medical has been received from Diane Brayer.
- Bob Masucci and Bob Klement are out on personal medical.
- Bill Schiebel is out on line of duty medical.
- Submitted applications for Joe Cracco Jr and Emil Trotta for the Boards review.
- Santa run scheduled for East Wind on December 3. Assistant Chief Heller will be in charge.
- Submitted the October alarms, including the alarms that were double and triple signal 16s. Question regarding the 24's into the district. Discussion regarding duty crew schedules/calendars.
- Submitted quotes for the SCBA upgrades to complete the upgrades per the permissive.
  - External regulator on tank to fill 6-3-10. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved to be paid from the permissive.
  - 6-3-4 on board bottles to be hydro tested in the most cost effective way with an amount not to exceed \$2,820.00 from repair and maintenance. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved.
  - 6-3-4 bucket/pony bottle replacement packs from MSA to Scott at a cost of \$3,700.00. Discussion. Commissioner Meier made a motion, seconded by Vice Chairman Erick. Discussion. Commissioner Colitti and Vice Chairman Erick opposed due this not being a safety issue. No vote from Chairman McManus due the vote already failed.
- Discussion regarding 6-3-9 and 6-3-8 lighting and reflective tape.
  - \$1,200.00 for markers on 6-3-8 and Department patch on 6-3-8 and 6-3-9.
  - \$600.00 per vehicle for chevron stickers.
 Discussion. Commissioner Meier inquired of the difference in light package between the 2 vehicles. Chief Ryan explained both vehicles will now have the single light pole. Cost is \$4016.00 per vehicle for the light package.
- Chief Ryan inquired on the number for the old 80 vehicle. This will be the Chief's decision as operational.
- Kevin Berg requested to use the fire house as a collection house for the collection of used lacrosse equipment that will distributed to U.S. Military overseas through the 'Operation Baggataway' program through Drew University. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved.
- District Secretary requested the Board begin thinking of the number of ballots to be requested for the district election.

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

**Adjournment for Executive session**                      **2010 hours**  
**Reconvene from Executive session**                      **2020 hours**

- Chief Ryan reported that Firefighter Besold who has been on suspension has agreed to the disposition of charges and executed a waiver of a hearing under section 209L of the General Municipal Law. The proposed disposition of his charges of a 6 month suspension has been agreed upon. Commissioner Colitti made a motion, seconded by Vice Chairman Erick, and approved by Chairman McManus. Opposed by Commissioner Meier.

## **Commissioner Reports**

### **Vice Chairman Erick**

- Vice Chairman Erick made a motion, seconded by Commissioner Meier to accept the membership applications of Joe Cracco Jr and Emil Trotta effective December 1.
- Vice Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved for the use of the hall for the viewing services of ex-member Tim Buckley on Monday, and the hall for the after funeral affair on Tuesday. Vice Chairman Erick will be the liaison also with the vendor for the kitchen and obtaining the required paperwork.
- Vice Chairman Erick made a motion, seconded by Commissioner Colitti, approved by all to accept the resignation of Carolyn Zimmer. Also requested the Board review Carolyn's duties and how to distribute. Discussion regarding the duties of the Deputy Treasurer position. Also requested the civil service descriptions are reviewed for future positions of the fire house attendant and clerk.
- District Manager requested to be given permission to speak to the bank on behalf of the District. The bank has not spoken to him as permission has not been granted. Commissioner Colitti made a motion, seconded by Vice Chairman Erick and approved by all.
- Vice Chairman Erick has been working with the First Responders regarding stats for the Boards review to make a clear decision regarding district personnel.
- Vice Chairman Erick requested to move forward with making Brain Danowski the Fire District EMS Coordinator. District Manager explained the position needs to be in place for 26 weeks to approve or deny.

### **Commissioner Meier**

- Commissioner Meier gave the District Secretary \$6.10 for the Treasurer for a disputed room charge. Discussion regarding the missing receipt which the cab driver in Nashville was to email to Commissioner Meier. Counsel suggested Commissioner Meier attach a statement to the invoice for auditing purposes.
- Commissioner Meier inquired if St. Johns has completed the tree removal and had a question regarding some remaining trees. District Manager will confirm.

### **Commissioner Colitti**

- Requested in preparation for the Chief election if the Chief could provide where the Chiefs stand in completing the agreed Chief rules and qualifications.

Vice Chairman Erick was approached regarding EMS training. Brian Danowski has asked if CME credits can be given to members of other departments in the county for CME credits earned. Agreed. Also agreed the Responder completing the training will not be attending calls while training. Discussion. There was no opposition to a second responder being on when CME classes are being conducted in house or when the fire department attends interior training evolutions at SCFA.

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

Meeting adjourned at 2040 hours

Respectfully submitted,

Steven Donnelly  
District Secretary  
Wading River Fire District