

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

Minutes of the November 28, 2016 Meeting

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

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

Vice Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to accept the minutes of the November 14, 2016 meeting.

Public Comments: **Secretary Donnelly**

- None

Correspondence: **Secretary Donnelly**

- Letter from the Wading River Fire Department, Inc. with the Chief election nominations:
 - Chief (6-3-30) – Kevin McQueeney, unopposed.
 - 1st Assistant (6-3-31) – Anthony Bitalvo, unopposed.
 - 2nd Assistant (6-3-32) – Branden Heller, unopposed.
 - 3rd Assistant (6-3-33) – Denise Gluck, unopposed.

Secretary Report: **Secretary Donnelly**

- Chief Election
 - Prepared ballot has been approved and sent to Election Services.
 - Confirmed delivery of lever machine.
- District Election
 - Confirming availability of election inspectors.
 - Petitions have been received from the following:
 - Term ending 2017: Randy Hintze, Michael Harrigan
 - Term ending 2021: John McManus, Tim Deveny

Verified with the Board of Elections that they have what is needed for the election. Will verify the lists of signed/registered voters and submit the ballot for approval. Discussion regarding number of ballots. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved to order 1000 ballots.

- Verified date of 2017 Organizational Meeting in order to prepare the legal notice. Tuesday, January 3, 2017 at 6:30 pm.
- Vice Chairman Erick requested the notice also include notice of the first regular meeting to be January 9, 2017 at 6:30 and regular meetings for 2017 to be determined at the organizational meeting. Vice Chairman Erick made a motion, seconded by Commissioner Hintze, approved by all.

Wading River Fire Department: President Hammer

- Not present

Material Requests: District Manager Michalakopoulos

- 2016-0100 – Computer for Board of Directors. Vice Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved.
- 2016-0101 – Medical Supplies (Bound Tree). Vice Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved.
- 2016-0102 – Medical Supplies – suction unit battery. Vice Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved.
- 2016-0103 – Medical Supplies (Bound Tree). Vice Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved.
- 2016-0104 – Medical Supplies (Bound Tree). Vice Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved.
Discussion - Commissioner Colitti verified if the District pays shipping on the above as they were separate orders. Treasurer Bushell confirmed there is no shipping cost. District Manager verified that the Responders are keeping up with inventory.
- 2016-0105 - Discussion regarding the brush truck lighting proposal submitted by Chief Ryan. Commissioner Meier made a motion, seconded by Commissioner Colitti, unanimously approved. Discussion - does not include cost of stripping.

District Manager Report: District Manager Michalakopoulos

- Availability of district staff for snow removal – Erick and Mike have been contacted, no response.
- Confirmation of completion of tree removal – verified with Jamie the tree work is complete. Board agreed the remaining trees to be removed can be removed by district staff / members.
- 6-3-8 air horn update – will be fixed with the truck lighting.
- Annual pump testing – completed.
- SCM software – discrepancy report – January 1 – has reviewed with the Chief.
- Fire alarm systems update – completed final walk through with Simplex. Plans will be submitted to the Town and Fire Marshal. Expect to begin the project in 3 weeks. Plan is to complete Station Two first. Notified the Board that some ceiling tiles will need to be replaced due to the installation.
- Chief Ryan’s vehicle replacement. On track for December 19 delivery. Currently over permissive due to command box. Will work to ensure it is within budget.

- Repair /correction of phone # on recruitment signs – discussion regarding effectiveness of the signs and possible removal of the signs. Chief will follow up with the membership committee. Station Two recruitment sign has been damaged in a wind storm.
- Station Two signs – sign has been received. It is an electrical outlet plug sign and may not require electrical work. Will be reviewed with Commissioner Colitti.
- Website – under construction. District information will be on the sign by the end of the week. Vice Chairman Erick reported that a committee has been formed by the department for their entries.
- Boat winterized – vendor has been contacted. Waiting to schedule.
- Sirens
 - IWT has been contacted regarding the power plant siren. Verified with the Board that the siren just needs to be painted. Chief Ryan will have the siren painted by the members.
 - Station Two siren has not been viewed.
- Plows will be put on the trucks.

Treasurers Report:

Treasurer Bushell

- Bills total \$30,431.21.
 - Checks to be deposited from VFIS \$184.67, \$6,149.88
- Budget adjustments

○ Ambulance Supplies	\$7500.00
○ Apparatus Repairs	\$15,000.00
○ Equipment Repairs	\$(5,000.00)
○ Travel & Conventions	\$(2,500.00)
○ Social Security Taxes	\$(9000.00)
○ Workers Comp	\$(6000.00)
○ Building Maintenance, Main House	\$8000.00
○ Utilities	\$(8000.00)
○ Life Insurance	\$2,500.00
○ Unemployment Insurance	\$(2,500.00)

Commissioner Meier made a motion, seconded by Vice Chairman Erick, unanimously approved to pay the bills.

Attorney's Report:

Attorney Sapienza

- Bid packet paperwork for tower has been prepared. Legal notice has been sent to Newsday.
- Has spoken to the Riverhead Town Attorney regarding Station Two communication tower.
- Received the affidavit of publication for the annual election which he will forward to bond counsel. Discussion regarding number of ballots to be ordered. Board agreed to request 1000.
- Vice Chairman Erick requested additional notice published in Riverhead Local as we get closer to the election.
- Legislation

- Governor has signed into law requiring a sex offender check for new EMT's. Counsel will review.
- Bill proposed to sell property. Less than \$20,000 nothing required, \$20,000 - \$100,000 requires permissive, over \$100,000 requires mandatory referendum.

Chief's Report:

Chief Ryan

- Submitted accident review board results for 6-3-27 accident and Ex Chief Savage injury. Commissioner Hintze made a motion, seconded by Vice Chairman Erick, unanimously approved to accept the recommendations of the committee. Discussion regarding the firefighter walking home from the scene.
- Submitted the return to duty release for Ex-Chief Savage.
- Submitted the signed letter from Fred Besold agreeing to proposed suspension by the Chief and waiving his right to a hearing. Commissioner Colitti requested the Chief notify the Board when the required follow up class has been completed.
- Submitted the resignation letter from Keith Lindblad effective November 25, 2016.
- Reported that Chief McQueeney is attending SCS300 training upstate and has been driving back and forth. Requesting to stay one night. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved for a 1 night stay and GSA rate for 3 days of training.

Commissioner Reports

Commissioner Colitti

- Nothing to report.

Commissioner Meier

- Nothing to report.

Vice Chairman Erick

- Maps – would like the vendor contacted to update the maps. District Manager reported he attempted to contact the vendor but they are no longer available and he will research a new vendor.
- Discussion regarding reflective stripping of 6-3-8 and 6-3-9, cost \$1,800 per vehicle. Discussion regarding meters. Agreed to hold off on stripping until there is an estimate for meters.

Vice Chairman Erick made a motion, seconded by Commissioner Hintze to break for executive.

Adjournment for Executive session	1918 hours
Reconvene from Executive session	1920 hours

Reviewed the membership applications submitted by the Chief for James Wilson and David Blackmore. Commissioner Colitti made a motion, seconded by Commissioner Meier, unanimously approved to send the applications back to the Chief for investigation.

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

Meeting adjourned at 1921 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District