

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

Minutes of the March 13, 2017 Meeting

The meeting of the Board of Fire Commissioners was called to order by Chairman Erick at 1830 hours with the Pledge of Allegiance and a moment of silence for our departed first responders and military.

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

Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to accept the minutes of the February 27, 2017 meeting.

Public Comments: **Secretary Donnelly**

- None

First Responder Dan DeSoiza was present to discuss request for use of the hall on May 7, 2017. Approved at the February 13 Board meeting.

Correspondence: **Secretary Donnelly**

- Invitation to the Town of Brookhaven State of the Town address, March 23 at the Town of Brookhaven. Commissioner Meier will attend.
- Invitation to the Sound Beach Fire District Installation Dinner April 22 at East Wind. RSVP by April 3.
- Invitation to the Jamesport Fire District Installation Dinner April 28 at the Vineyards. RSVP by April 1.
- Brookhaven Town Fire District Officers Association January 26 meeting minutes.
- Notification of the Fire Districts of NY Mutual Insurance Co Annual meeting April 26, 2017 with proxy to vote.
- Affidavit of publication from The News Review of the legal notice of the permissive referendum for the purchase of a Chiefs vehicle.
- March copy of The Counsellor.

Secretary Report: **Secretary Donnelly**

- Wading River is hosting the Riverhead Town Fire District Council meeting Wednesday, April 26. Dinner at 7:00 pm, meeting at 8:00 pm.

Wading River Fire Department: President Hammer

- Nothing to report.

Material Requests: District Manager Michalakopoulos

- 2017-0021 – Medical supplies (Bound Tree Medical) cost of \$69.55. Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to purchase.
- 2017-0022 – District election software & hardware, cost of \$6,225.66. Chairman Erick made a motion, seconded by Vice Chairman Colitti. Discussion, agreed to use existing laptops. Chairman Erick made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase the software and signature pads at a cost of \$4,062.60.

District Manager Report: District Manager Michalakopoulos

- Water tower - Counsel will report.
- Communication tower – Commissioner Hintze, District Manager and Hinck Electric met at site. Discussion regard color of pole, recommendation to be dark forest green. The Riverhead Town Attorney has requested a SEQRA study. H2M could provide at a cost of \$188.00 per hour, total cost of \$3,384.00.
- Station Two electric – Commissioner Hintze and District Manager discussed the service coming to the building with Hinck Electric while reviewing communication tower and determined the caps to be worn. LIPA has been contacted.
- Station Two cable has been cleaned up for phone repair.
- Headquarters IO board control for dispatch has been ordered.
- Bathroom door locks – discussion. Requested to put on hold as they are currently working.
- Upstairs bathroom sensor has been repaired.
- Memorial Stone – vendor has been contacted to update the names.
- Ex-Chief and Ex-Commissioner photos – photographer will provide updated photos. Current frames are no longer available.
- Cascade system scheduled for quarterly service.
- Siren at the power plant – IWT has been contacted.
- Chief’s replacement vehicle is in service.
- Rear strobe parts for tanker have been ordered.
- 6-3-10 – issues with door sensor reported. District Mechanic will review.
- 6-3-16 – ALS door latch not working. District Mechanic will review.
- 6-3-16 and 6-3-17 both received pm.
- 6-3-16 column shifter cellunoid has been repaired. Same ordered for 6-3-17.
- Commissioner Meier inquired about horn damage to 6-3-17. Vice Chairman inquired on the vehicle check report. District Manager and Chief are reviewing.

1855 Work Session

H2M discussion regarding the following projects, prioritizing, scheduling, costs, maintenance and financing:

- Headquarters natural gas, cost estimate \$300,000. Discussion regarding conversion and upgrade of systems.

- Headquarters site survey work, cost estimate \$11,500.
- Headquarters heating plant upgrade, cost estimate \$326,500.
- Headquarters underground fuel storage tank upgrade, cost estimate \$326,500. Discussion regarding need for new tank to pass inspection. Discussion regarding a 2 or 3 department tank, (gas, diesel, oil), size, natural gas conversion, DEC approval to reinstall a tank.
- Headquarters site reconstruction work, cost estimate \$706,500. Agreed all underground work needs to be completed first.
- Headquarters and Station Two vehicle exhaust system upgrade, estimated cost \$173,000. Discussion regarding safety concern of members. Recommended direct capture system.
- Headquarters generator replacement, estimated costs \$285,000. Discussion regarding benefits, cost and maintenance of natural gas vs diesel, current hours, expected load, physical size, location.
- Agreed priority is headquarters site survey, vehicle exhaust system upgrade at Headquarters and Station Two, and natural gas. Discussion.

1930 Work Session

Brian Danowski discussion regarding, AEDs, PADs, cardiac monitors, uniform/consistent vendors, trade in values, vehicle assignments, 2018 budget.

- Physio Control Automated External Defibrillators (AEDs), LIFEPAK 1000, cost \$2,071.00. Public Access Defibrillators (PADs) LIFEPAK CR Plus, cost \$1,426.75. AEDs are approaching the end of life. Have been serviced November 2016, however parts for current systems are no longer being manufactured. Suggested 4 AEDs/PADs, 2 for brush trucks, 1 for Headquarters, and 1 for Station Two.
- Physio Control cardiac monitor, LIFEPAK 15 Cardiac Monitor, cost \$29,016.80. Currently operational, approaching end of life. Current data transmission issue with Phillips monitors, not the current District monitors.
- Discussion regarding current service, vendor and outstanding service request from January 2017.
- Commissioner Hintze made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase 2 PADs at a cost of \$1,426.75 per unit. Will be adjusted material request 15.

Treasurers Report:

Treasurer Bushell

- Bills total \$56,289.70. Commissioner McManus made a motion, seconded by Chairman Erick, unanimously approved to pay the bills.
- Received direct deposits from the Town of Brookhaven in the amounts of \$11,849.33, and \$6,582.96. Received checks for deposit from the Town of Riverhead in the amounts of \$1,063.13, and \$1,148.18.

Attorney's Report:

Attorney Sapienza

- Street index report for the Suffolk County Board of Elections has been submitted to Counsel to provide to the Board of Elections.

- Counsel provided a draft fuel credit card policy for the Boards review. Would like to include with audit response letter.
- The Riverhead Town Attorney has requested a SEQRA study for the Station Two communications tower. Counsel will work with the District Manager to complete the short Environmental Impact Statement.

Chief's Report:

Chief McQueeney

- Submitted notification of personal medical for Fire Police member Michael Harrigan.
- Submitted update medical for line of duty medical for EMS member Diane Brayer.
- Submitted notification of Ridge Fire Department coverage for the Wading River Fire Department Installation Dinner.
- Submitted notification of attendance at the Aircraft Emergency Seminar on March 24, 2017 at a cost of \$70.00. Currently two members in good standing requesting to attend. Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved for 2 members to attend at a cost of \$140.00.
- Submitted notification of the return of Chief 2008 Chevy Tahoe, 168,852 miles to the District, which was replaced with 2018 Ford Expedition. Discussion regarding disposal. Commissioner Meier and District Manager will work on possible disposal to a Department in Connecticut.
- Submitted notification of attendance by Chief staff at the Riverhead Fire District of the east end mutual aid meeting.
- Submitted a request to replace 6-3-5 with a Ford F-350 pickup and convert the district van to a Fire Police/support unit.
- Requested executive session for personal.

Chairman Erick made a motion, seconded by Vice Chairman Colitti, and unanimously approved for executive session.

Adjournment for Executive session 2031 hours
Reconvene from Executive session 2042 hours

- Discussion regarding H2M presentation, and reserve balances.
- Chairman Erick made a motion, seconded by Vice Chairman Colitti, approved by Commissioners McManus and Hintze, opposed by Commissioner Meier to proceed with the process of converting to natural gas at Headquarters.
- Vice Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to proceed with the Headquarters site survey and underground fuel storage tank work.

- Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to proceed with the upgrade of the vehicle exhaust system at Headquarters and Station Two.
- Commissioner McManus made a motion, seconded by Chairman Erick to go out for permissive referendum out of the equipment reserve fund for an amount not to exceed \$175,000.00 for a vehicle exhaust system at Headquarters and Station Two.
- Discussion regarding March 2016 proposed costs of bringing natural gas to Headquarters. Lump sum cost of \$296,739.00 or installments of \$4,444.00 for 10 years with option to pay off early, and a \$5,556.00 connection fee, with credit for 5 years of anyone else who connects.
- Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to go out for permissive referendum out of the building reserve fund an amount not to exceed \$340,000.00 for Headquarters site survey and replacement of underground fuel storage tank work.
- Discussion regarding proposed credit card policy. Vice Chairman Colitti made a motion, seconded by Commissioner McManus, unanimously approved to accept the amended credit card policy.
- Vice Chairman Colitti reported he will be absent from the March 27 Board meeting. He also reported he is in support of Chief memo 2017-40 regarding replacing 6-3-5 with a Ford F-350 pickup and convert the district van to a Fire Police/support unit.
- Commissioner Meier inquired from the Chief on attendance at the Indy Conference.

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

Meeting adjourned at 2135 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District