

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

Minutes of the March 27, 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 all departed personnel of the Wading River Fire District as we enter our 64th year as a fire district, as well as Hampton Bays Fire Commissioner Jerry Buckley.

Chairman Erick, Commissioners Meier, McManus, and Hintze, District Manager Michalakopoulos, Treasurer Bushell, Secretary Donnelly, Attorney Sapienza, and Chief McQueeney were present at the meeting. Vice Chairman Colitti was absent with prior notification that he would be.

Chairman Erick made a motion, seconded by Commissioner McManus, unanimously approved to accept the minutes of the March 13, 2017 meeting.

Public Comments: Secretary Donnelly

- None

Wading River Fire Department: President Hammer

- Chairman Erick discussed the SCM presentation of election software for department elections. President Hammer will work with the District Manager to set up a presentation with SCM and the Board of Directors.
- Wading River Fire District will be hosting the Brookhaven Town Fire Police meeting on April 17, dinner at 7:00 pm, meeting at 8:00 pm. Estimate 150-180 attendees. LaComa Deli has been contacted regarding catering.

Correspondence: Secretary Donnelly

- Request for dues in the amount of \$365.00 from the Brookhaven Volunteer Fire Fighter Museum as well as the names of the 2017 delegates.

Secretary Report: Secretary Donnelly

- Permissive for the Chiefs vehicle was published 02/23/17. It has closed.
- Permissive for the exhaust systems, fuel tank and site survey was sent out 03/16/17.
- Credit Card policy submitted to the Board for signatures.
- Installation Dinner invitations
 - Manorville, Majestic Gardens 04/29/17. Commissioner Hintze will attend.
 - Sound Beach, East Wind 04/22/17. Not available.

- Jamesport, Vineyards 04/28/17. Not available.
- Working with the District Manager to automate the request for Workers Compensation certificates from the vendors.

Material Requests: District Manager Michalakopoulos

- 2017-0023 – Stretcher batteries, cost \$1,796.44. Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to purchase.
- 2017-0024 – AAA, AA C & 9volt batteries for SCBA, etc., cost \$946.86. Commissioner Meier made a motion, seconded by Chairman Erick, unanimously approved.
- 2017-0025 – Medical supplies (Bound Tree), cost \$1,343.87. Chairman Erick made a motion, seconded by Commissioner Meier, discussion verifying expiration of AED pads, unanimously approved.
- 2017-0026 – Healthcare Logistics – seals, cost of \$107.49. Commissioner McManus made a motion, seconded by Chairman Erick, unanimously approved.

Discussion – agreed the deadline for material requests to be submitted will be by the close of business on the Friday prior to the Board meeting.

District Manager Report: District Manager Michalakopoulos

- Natural gas – working with Counsel.
- Water tower electric – working with Counsel.
- Communication tower – working with Counsel on the SEQRA.
- Electric at Station Two – have contacted PSEG, waiting on follow up.
- Dispatch IO board – has been ordered from IWT, expected arrival 2 weeks.
- Memorial stone – vendor has been provided the names to add to the stone.
- Ex-Chief and Commissioner photos – vendor making progress with the photos, Jamie is working on the frames.
- Power plant siren – IWT found a tripped circuit breaker that does not appear to be due to power. Will monitor and possibly change the lock that accesses the breaker.
- Chief vehicle disposal – Blue Book value for the 2008 Tahoe with 68979 miles is \$5,300 - \$7,500. Commissioner Meier has been in contact with a district in Connecticut. May also take the vehicle to the NYS meeting and advertise for sale. Board agreed
- VFIS – requested to meet with the District regarding LOSAP on April 5 at 2:30.
- Department dinner – have been in contact with East Wind regarding available dates in 2018. Tentative date is April 7, cost of \$115.00 per plate. Commissioner McManus made a motion, seconded by Commissioner Meier, unanimously approved to reserve the date. Chief agreed.
- 6-3-10 – door sensor has been ordered.
- 6-3-16 - ALS drawer has been ordered.
- 6-3-4 – has no heat. Vendor has been contacted.
- 6-3-11 - driver window is off the track. Vendor has been contacted.
- 6-3-10 – emergency brake indicator light not working. Vendor has been contacted.
- Requested executive session for personnel.

Treasurers Report:**Treasurer Bushell**

- Bills total \$52,092.89. Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to pay the bills.
- Received a check from the Town of Riverhead in the amount of \$1,701.01.
- Thanked the Board for taking care of the vouchers and invoices at the installation dinner. Working on the florist and photographer invoices.
- Has prepared the paperwork for the Workers Compensation audit.

Attorney's Report:**Attorney Sapienza**

- Has submitted the letter to the Board of Election with the street changes approved by the Board of Fire Commissioners. Certified receipt has been received. Will follow up with the Board of Election.
- Audit response letter has been completed.
- Has been in contact with H2M and prepared the contracts for the Boards review and signature regarding the site survey, fuel tanks and vehicle exhaust systems, with the understanding that the projects are subject to the permissive referendum process. Commissioner McManus made a motion, seconded by Commissioner Hintze for the Chairman to sign the contracts. Discussion regarding the exhaust system and specs for the system. Chairman Erick, Commissioner Hintz and McManus approve, opposed by Commissioner Meier due to questions regarding the specs. Motion passed 3 to 1.
- Reviewed the National Grid proposal and has contacted National Grid regarding the 12% interest rate for the installment plan.
- Working on the providing the SEQRA study for the next Board meeting.

Chief's Report:**Chief McQueeney**

- Submitted return to duty for firefighter Manzella. Discussion regarding workers compensation bill.
- Submitted notice of NY Wild Fire Training, cost \$50.00 per driver. Five drivers attended. Chairman Erick made a motion, seconded by Commissioner McManus, unanimously approved at a cost of \$250.00. Discussion regarding the training being completed prior to Board approval.
- Submitted request for Chief Gluck to attend Tactical Emergency Casualty Care Training. Commissioner Hintze made a motion, seconded by Commissioner Meier, unanimously approved at a cost of \$450.00.
- Submitted memo with meetings attended by the Chief Staff – PESH at Jamesport Fire District, Rail to Trails at Shoreham Wading River High School, mutual aid meeting at Rocky Point Fire District, EMS coordinator Brian Danowski at Calverton Meadows.
- Requested a feasibility study of a dispatcher with neighboring fire district. Discussion. Board not interested in exploring at this time. Discussion regarding follow up with the County on response times.
- Requested to reprogram portable and mobiles with mutual aid frequencies. District Manager will obtain the price.

- Submitted bailout refresher training. 32 members at a cost of \$3985.00. Discussion regarding training and recertification process. Chairman Erick made a motion, seconded by Commissioner McManus, unanimously approved.
- Submitted an update on firefighter Erick's personal leave.
- Thanked the Board and District Staff for the Annual Installation Dinner.
- Submitted new member application for Michael Seymour.
- Chairman Erick reported that the proposed uniform policy has been returned to the Chief for review.
- Chairman Erick requested the department confirm the locations of fire hydrants for the updated district map. Discussion regarding map updates with SCM and NYS.

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

Adjournment for Executive session 1920 hours
Reconvene from Executive session 1928 hours

- Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to accept the application of Michael Seymour, effective April 1, 2017.
- Chairman Erick reported that the Board has received a summons of complaint against the fire district and one of the district employees.
- Alex Rosini requested use of the hall on June 24, 12:00 – 5:00. No conflicts approved. Will work with the District Manager and church for parking.

Commissioner Reports

Commissioner McManus

- Nothing to report.

Commissioner Meier

- Inquired on the status of the damage to the horns on 6-3-17. District Manager reported the horns have been ordered.

Commissioner Hintze

- Inquired on the status of the SCM discrepancy reporting. Chief reported it is working well.
- Submitted training policy for Chief review.
- Reported he will not be attending the April meetings.

Chairman Erick

- Discussion regarding the permissive for the Chief vehicle. Commissioner McManus made a motion, seconded by Chairman Erick for the District Manager to move forward with ordering the new Chief vehicle.
- Discussion regarding conversion of van to a fire police unit. Removing the Tahoe out of service and proceeding with purchasing a Ford F350 short bed to replace 6-3-5. Chairman Erick made a motion, seconded by Commissioner McManus to go out for permissive referendum not to exceed \$100,000.00 from the equipment reserve fund to purchase a new fire police vehicle and conversion of an existing vehicle to a fire police vehicle. Chairman Erick requested that the stripping on the fire police vehicle be white instead of black for better visibility. Agreed by Board and Chief.
- Chairman Erick made a motion, seconded by Commissioner Meier, unanimously approved to accept the amended policy 1-8 Firearms.
- Commissioner Meier made a motion, seconded by Commissioner McManus, unanimously approved to accept the amended policy 1-9 Smoking.

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

Meeting adjourned at 1942 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District