

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

Minutes of the April 24, 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 first responders and military who have made the ultimate sacrifice, especially the member of NY City Fire Department from last week's tragedy.

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

Commissioner McManus made a motion, seconded by Commissioner Meier, unanimously approved to accept the minutes of the April 10, 2017 meeting.

Public Comments: **Secretary Donnelly**

- None.

Correspondence: **Secretary Donnelly**

- May 20 – Rocky Point Installation Dinner at Villa Lombardi. Commissioner Meier or Commissioner McManus will attend.
- Received notification from NYS Department of Conservation of the volunteer firefighter grant. Secretary will work with the Chief.

Secretary Report: **Secretary Donnelly**

- April 26 - Riverhead Town Fire Districts Officers meeting at Wading River.
- April 27 - Brookhaven Town Fire District Officers Association at Gordon Heights Fire Dept.

Wading River Fire Department: **President Hammer**

- Not present.

Material Requests: **District Manager Michalakopoulos**

- 2017-0027 – Office supplies, cost of \$363.46. Commissioner Meier made a motion, seconded by Commissioner McManus, unanimously approved to purchase.
- 2017-0028 – Consumable medical supplies, Bound Tree, cost of \$846.86. Commissioner McManus made a motion, seconded by Chairman Erick, unanimously approved to purchase.

- 2017-0029 – Medical supplies Mather Hospital, cost of \$22.15. Commissioner Meier made a motion, seconded by Chairman Erick, unanimously approved to provide.
- 2017-0030 – 25 Minitor V Batteries, cost of \$462.50. Commissioner Meier made a motion, seconded by Commissioner McManus, unanimously approved to purchase. Vice Chairman Colitti inquired if this was under NYS contract. District Manager will confirm for the future purchases.
- 2017-0031 – Medical supplies, Bound Tree, cost of \$760.24. Commissioner McManus made a motion, seconded by Commissioner Meier, unanimously approved to purchase.
- 2017-0032 – Annual software renewal – Veeam backups, cost of \$1,237.50 at state contract price. Commissioner Meier made a motion, seconded by Commissioner McManus, unanimously approved to purchase.
- 2017-0033 – Annual software renewal – anti-virus, cost up to \$1,550.00 at state contract price. Commissioner Meier made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.

District Manager reviewed updated material request process which will include a pdf of the material request to the Board for review.

District Manager Report: District Manager Michalakopoulos

- Natural gas – Counsel addressing. Board requested the District Manager resend the updated National Grid packet to the Board.
- Water tower electric – Counsel sent a letter to Palace Electric regarding correcting the project.
- Station Two Communication tower – Counsel working with Town of Riverhead Attorney regarding size of the tower.
- Station Two electric – PSEG on site 03/06/17 and replaced the caps on the pole. Also identified a pole that will need to be replaced. District Manager will have the electric at Station Two retested. Board requested that a RFP is prepared for electrical work.
- Headquarters dispatch IO board has been replaced.
- Chief vehicle disposal – Colchester Fire Chief expected to be in the District this week for the vehicle. Radios and emblems will be removed from the vehicle.
- Chief’s replacement vehicle – due to a body style change the order cannot be placed with Ford until June 12. To keep the vehicle color consistent the District Manager did look for a 2017 in the same color, but was not successful. Chairman Erick inquired if there is a price change. District Manager will work within the permissive. Working on obtaining quotes for lighting package.
- 6-3-8 – generator to receive a PM.
- 6-3-10 – waiting on parts for the QTB.
- 6-3-14 – to receive a PM.
- 6-3-17 – ALS drawer latch has been replaced.
- 6-3-17 – e brake indicator to be repaired this week.
- 6-3-31 – working with the Chief on scheduling the NYS inspection. Vice Chairman requested the vehicle is removed from service if the inspection expires.

Treasurers Report:

Treasurer Bushell

- Bills total \$33,455.23. Chairman Erick made a motion, seconded by Commissioner McManus, unanimously approved to pay the bills.
- Received direct deposit from the Town of Brookhaven in the amount of \$5,266.37.
- Received the following checks from the Town of Riverhead in the amounts of \$2,126.26, \$1,701.01, \$1,701.01.
- Received a \$54.00 from Commissioner Meier as a per diem refund of the INDY Conference.
- Received a rebate check from Amex in the amount of \$14.16.

Attorney’s Report:

Attorney Sapienza

- Not present with prior notice.

Chief’s Report:

Chief McQueeney

- Submitted discrepancies for the district maps.
- Submitted certification Brush Truck Training – Brendan Stasiukiewicz, Kevin Berg, Kenneth Schmitt, James Brady, and William Brady. Passing NYS EMT test results for Stephanie Meier. Notice of cancellation of the Tactical Emergency Casualty Care training for Chief Gluck.
- Submitted the radio frequency upgrade specifications. Vice Chairman Colitti inquired about the cost of upgrades. District Manager will follow up with the vendor. Also inquired about the IWT bill from the 04/10/17 meeting. The bill has been updated.
- Chief Gluck will attend a Chief Orientation Program at Suffolk County FRES on Sunday, May 7 at no cost to district.
- Requested executive session.

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

Adjournment for Executive session	1857 hours
Reconvene from Executive session	1942 hours

Commissioner Reports

Commissioner McManus

- Nothing to report.

Commissioner Meier

- Reviewed the Albany conference – attended memorial service and received the candle for Tom Lateulere. Attended the following workshops - lease purchases, building renovation, Fire House magazine regarding personnel, and a vendor who reviews districts fleets for vehicle evaluation and efficiency.
- Has been approached by Town of Brookhaven Fire Districts Association regarding a bill for a class in the amount of \$60.00. It was requested that a new invoice is submitted to the Board for payment.

Vice Chairman Colitti

- Inquired on the updated LOSAP statements for the members. Commissioner McManus reported the statements are due April/May. Chief will report this back to the members.
- Inquired on three members who have not completed the VFIS insurance forms.
- Inquired on the status of unpaid claim for Firefighter Frank Kuzloski. Commissioner McManus will follow up with Chris Kuzloski.
- Requested the status of the lighting and stripping on 6-3-8. Discussion. Chief McQueeney and District Manager will have an update for the next Board meeting.
- Inquired on the status of the update of personal information in SCM. Chief McQueeney and District Manager will address.
- Discussion regarding the exhaust system. Permissive has closed. Discussion regarding direct vent system, other systems and bid specs. Vice Chairman Colitti made a motion, seconded by Chairman Erick for H2M to design the system. Discussion. Commissioner McManus approve, Commissioner Meier opposed. District Manager reminded the Board the contract with H2M needs to be signed.
- 6-3-7 – Vice Chairman Colitti made a motion, seconded by Chairman Erick to begin the permissive referendum in an amount not to exceed \$100,000.00 from vehicle reserve to replace 6-3-7. Discussion, Chairman Erick requested the Chief form a committee to review. Commissioner McManus approved. Commissioner Meier opposed until more information regarding the replacement is available.
- Discussion regarding training policy. On hold until next meeting.

Chairman Erick

- Requested the Board solidify the plans for the District EMS Coordinator by the next meeting.
- Meeting scheduled for Monday May 1, 5:30 pm with Rob Hubbs regarding the district maps.
- Vice Chairman Colitti made a motion, seconded by Chairman Erick. Discussion. Unanimously approved to begin the process to surplus 6-3-7, without the pump, tank and radios, as long as there is no liability to the district

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

Meeting adjourned at 2018 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District