

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

Minutes of the June 26, 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 Firematic, police, and military personal.

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

Commissioner McManus made a motion, seconded by Commissioner Meier, unanimously approved to accept the minutes of the June 12, 2017 meeting.

Public Comments: Secretary Donnelly

- None

1832 Ward Diesel: Mike Wakely

- Presentation on the No Smoke (2006 or earlier engine systems) and No Smoke 2 (2007/2010 model engines and beyond) apparatus-mounted, direct source capture systems. No Smoke - filter estimated life 2-4 years, 4 bolts/2 straps to replace. Regenerated replacement filters cost \$295.00 per filter. Filter replacement alert light on dashboard. System engages when vehicle is started, and when put in reverse, with a 10-90 second adjustable period. Manual system override for on scene use of 3-4 hours. No Smoke 2 system runs anytime the vehicle is running. Filters have a lifetime expectancy. Cost of either system is \$8,700.00 per vehicle, installation included by a Ward technician. Will provide the Board with a 3rd party study of the systems.

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Correspondence: Secretary Donnelly

- Letter from the Wading River Fire Department requesting if the Fire District would be willing to pay for all or part of SCM software to replace the Department 12 year old Access fund drive program.

Secretary Report: Secretary Donnelly

- Updated notice to bidders for sale of 1990 Ford F250 pickup sent to media and on website.

- Letter to the Riverhead Town Fire Marshal regarding the opitcom system has been sent.
- Letter to the Wading River Fire Department regarding member's applications sent.

Wading River Fire Department: President Hammer

- Nothing to report.

Material Requests: District Manager Michalakopoulos

- 2017-0049 – Medical supplies (Mather Pharmacy) \$166.90 – Commissioner McManus made a motion, seconded by Vice-Chairman Colitti, unanimously approved.

District Manager Report: District Manager Michalakopoulos

- Headquarters roof leak over garage and board room reported to be due to the copper channel/valley developed pin holes. Option is to seal or replace the valleys. Discussion. District Manager will obtain cost to replace the valley.
- Station Two generator has met its useful life, parts are no longer available. Discussion regarding budgeting to replace.
- Neefus-Stype will meet with the District on Thursday, June 29, regarding vehicle insurance options.
- Fire Police vehicle has been ordered. Scheduled for delivery 4th week in August.
- Siren swap at Station Two – IWT will be reviewing on Friday. Vice-Chairman Colitti requested if they perform the work a copy of the master electrician license is obtained.
- Chief's vehicle has been ordered. Due to 2018 body style change the vehicle is an additional \$4,500.00. Total vehicle cost will still be within the permissive.
- 6-3-2, 6-3-4, 6-3-6, 6-3-8, 6-3-9, 6-3-11 all have received p.m.'s.
- 6-3-1 and 6-3-10 scheduled to receive pm.
- Will begin annual ladder and hose testing. Board agreed to have testing completed at Headquarters as was done last year.
- 6-3-16 – is out for a pm and has a reported dump issue. Chief McQueeney requested that the overdrive switch is disconnected due to user error. Discussion.
- Work at the boat lift area has been completed. Boat lift is scheduled for a pm.
- Ansil system have been inspected and tagged, but not certified due to the age of the system. Kitchenette area is also required to be part of the ansil system. District Manager has advised the Fire Marshal. Fire Marshall is ok with continuing to use the kitchen as long as the district is actively looking to have the system certified.

Treasurers Report: Secretary Donnelly

- Bills total \$275,118.05. Commissioner McManus made a motion, seconded by Commissioner Meier, unanimously approved to pay the bills.
- Received direct deposit from the Town of Brookhaven IDA pilot payment in the amount of \$19,895.76.
- Received checks for deposit from the Town of Riverhead in the amounts of \$9,454.32, and \$93,555.46.

- Waiting on the final audit report from the accountant. Has provided the Board with a draft copy.
- Chairman Erick reminded all that the proposed 2018 budget is due 3 months from June 27, and requested budget preparation begins.
- Discussion regarding RFP for the District Accountant. Treasurer Bushell will begin the process.

Chief's Report:

Chief McQueeney

- Submitted memo regarding the Department request for SCM software for fund drive.
- Submitted memo with Firefighter One and First Responder certificate for probationary member James Wilson.
- Submitted memo thanking the Board for their support and upgrades at the boat lift site. Discussion regarding electric and lighting.
- Submitted memo cancelling the use of the meeting room July 9, from the Boy Scouts.
- Submitted application packets for Dan Manzella and Lee Tacoma for Board review.

Work session:

- Discussion regarding vehicle exhaust systems. Board agreed to also have a presentation regarding the hose system.
- Discussion regarding 1, 3, 5 year plan of the Chief staff.

- 1 year plan

- 1. Replace 6-3-4 and 6-3-6 with a Quint.
- 2. Replace 6-3-17.

Discussion regarding leasing/financing or purchasing of vehicles, permissive referendum, notification to the public. Discussion regarding the Board agreeing with beginning the process of researching the options to complete 1 & 2 above – Commissioner McManus - yes, Vice Chairman Colitti - yes, Commissioner Hintze - no, Commissioner Meier - yes, Chairman Erick - yes.

- 3. Replace 6-3-7 and 6-3-8 with a new 6-3-7.

Discussion – Commissioner McManus - yes, Commissioner Hintze - no, Vice Chairman Colitti - yes, Commissioner Meier - yes, Chairman Erick - no. Nothing to be completed until a new 6-3-7 is on the road. Discussion regarding 6-3-8 being out of service based upon the Chief's safety concern regarding the 6-3-8 lighting. Agreed to keep out of service and obtain cost of combining pump and tank of 6-3-8 with 6-3-9.

- 4. Replace 6-3-5 with a pickup. In process.
- 5. Replace a Chiefs vehicle. In process.
- 6. Make the van a Fire Police vehicle. In process.
- 7. New portables for 6-3-1 and a MDT.

Discussion regarding budgeting for \$40,000 - \$45,000 per vehicle to stay compliant with the County plans.

- 8. Refrigeration/ice machine for HQ engine bay.

Discussion regarding obtaining the cost of ice machine and installation of ice machine not for human consumption in the truck bay.

- 9. 6-3-10 and 6-3-1 rear chevrons and updated lighting.
Discussion regarding obtaining prices of the chevrons.

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Attorney's Report: Attorney Sapienza

- Provided a recap of meeting with Riverhead Town Attorney, Town Building and Planner Director, IWT, District Manager regarding the Station Two communication tower height and construction, urgency due to grant financing, and deed of property. Counsel faxed the Town Attorney a copy of the deed.
- Copiague Fire District uniform bid was opened, expected to be awarded in July.
- Legislation – Cancer legislation has passed. Will be mandatory for all fire districts to obtain the insurance effective January 1, 2019.

Chairman Erick made a motion, seconded by Commissioner Hintze, unanimously approved for executive session to review membership applications

Adjournment for Executive session	2020 hours
Reconvene from Executive session	2034 hours

Board voted 3-2 in opposition of both candidates. Chairman Erick and Commissioner Meier were in favor, Vice Chairman Colitti, Commissioner McManus, Commissioner Hintze were not. Requested that the District Secretary send a letter to Dan Manzella and Lee Tacoma on behalf of the Board.

Commissioner Reports

Commissioner McManus

- Noted for the record that the Peoples United Bank is now the depository bank of the Fire District due to the merger and acquisition of The Suffolk County National Bank.

Vice Chairman Colitti

- Inquired if Commissioner Meier was able to review material request 2017-0040.

Commissioner Hintze

- Nothing to report

Commissioner Meier

- Has reviewed material request 2017-0040 and is in favor of the motion. Chairman Erick made a motion, seconded by Commissioner Meier, approved by Vice Chairman Colitti, opposed by Commissioner McManus and Commissioner Hintze. Motion passed 3-2.

Chairman Erick

- Policies – Chairman Erick made a motion, seconded by Vice Chairman Colitti, unanimously approved to accept 1.0 Code of Conduct Policy, and 1.12 Disciplinary Procedure Policy. Commissioner Hintze is making an addition to 2.0 for the next Board meeting.
- Chairman Erick will begin working on combining the 5.0 Leave Policies.
- SCM software for the Department fund drives. Chairman Erick made a motion, seconded by Commissioner Meier. After discussion Chairman Erick, Vice Chairman Colitti and Commissioner Meier are in favor of paying to have the vendor install the software on the system at a cost of \$540.00. Commissioner Hintze and Commissioner McManus opposed.

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

Meeting adjourned at 2051 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District