

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

Minutes of the August 14, 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 Honorary Chief Michael Wiwczar, and Cutchogue Commissioner Andrew McCaffery, who have both passed.

Chairman Erick, Vice-Chairman Colitti, Commissioner Meier, Commissioner McManus and Commissioner Hintze, District Manager Michalakopoulos, Secretary Donnelly, Attorney Sapienza, Assistant Chief Gluck were present at the meeting. Treasurer Bushell, and Chief McQueeney not present with prior notice.

Commissioner Meier made a motion, seconded by Chairman Erick, unanimously approved to accept the minutes of the July 24, 2017 meeting.

Wading River Fire Department: President Hammer

- Nothing to report.

Public Comments: Secretary Donnelly

- None

Correspondence: Secretary Donnelly

- August – September issue of Fire District Affairs.
- Received Notification of Interest in response to RFP for audit from R.S. Abrams & Co, and Cullen & Danowski.
- Letter from resident Anne Marian Pepino, regarding the Station Two siren. Chairman Erick will work with Chief McQueeney on a response.

Secretary Report: Secretary Donnelly

- Requested destruction of audio from 01/03/17 – 04/10/17 per the MU1 schedule. Agreed.
- Legal notice to bidders for the sale of the 1990 Ford F250 pickup, legal notice to bidders for the sale of pump and tank, and legal notice regarding the 2016 independent audit have been published.
- District response letter to the Wading River Fire Department regarding applicants Connor Behr, Emma Pace, and Mason Sierra has been sent.
- District letter to applicant Daniel Manzella has been resent.
- Suggested considering use of a grant writer for the AFG grant.

Material Requests:**District Manager Michalakopoulos**

- 2017-0057 – Firefighter equipment (helmet shields) cost of \$499.29. Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.
- 2017-0058 – Medical supplies (Bound Tree Medical) cost of \$997.63. Commissioner McManus made a motion, seconded by Chairman Erick, unanimously approved to purchase.
- 2017-0059 – Medical supplies (Mather Pharmacy) cost of \$153.35. Commissioner McManus made a motion, seconded by Chairman Erick, unanimously approved to purchase.
- 2017-0060 – Fire prevention materials, cost of \$2,879.00. After discussion Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.
- 2017-0061 – Fire prevention materials, cost of \$422.00. After discussion Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.
- 2017-0062 – Fire prevention materials, cost of \$1,321.43. After discussion Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.
- 2017-0063 – Fire prevention materials, cost of \$3,218.00. After discussion Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.
- 2017-0064 – Fire prevention materials, cost of \$411.04. After discussion Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.
- 2017-0065 – Supplies (gear rack name plates), cost of \$320.00. After discussion Commissioner McManus made a motion, seconded by Chairman Erick, unanimously approved to purchase as long as they match the current plates not to exceed \$500.00
- 2017-0066 – Firefighter equipment (gloves & boots), cost of \$926.96. Chairman Erick made a motion, seconded by Commissioner McManus, unanimously approved to purchase.
- 2017-0067 – Uniform shirts, cost of \$925.25. Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.
- 2017-0068 – Uniform wearing apparel, cost of \$3,076.40. After discussion Chairman Erick made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase. Vice Chairman Colitti approved as long as the updated uniform guidelines/policy is provided to the Board by the Chiefs office. Motion passed.
- 2017-0069 – Uniform brass collar for Lieutenant's, cost of \$520.80. Chairman Erick made a motion, seconded by Commissioner McManus, unanimously approved to purchase.

District Manager Report:**District Manager Michalakopoulos**

- Headquarters roof leak - vendor has ordered the replacement slate shingles.
- Fire Police vehicle - expected delivery at dealer next week.
- Chief's vehicle - build date is October 8.
- Boat lift spooling caps - cost is \$230.00. After discussion Commissioner McManus made a motion, seconded by Vice Chairman Colitti, unanimously approved to purchase.

- Vehicle exhaust system – H2M is addressing.
- Pump testing scheduled for the next few weeks.
- Hurst tool from 6-3-6 is out for repair.
- Ansil system has been installed.

Treasurers Report: Secretary Donnelly

- Bills total \$51,367.09. Commissioner Hintze requested the American Express bill is adjusted -\$53.56 due to sales tax, and does not approve the IWT bill due to incomplete invoice and Quench due to removal cost. Adjusted bills total \$50,652.73. Chairman Erick made a motion, seconded by Vice Chairman Colitti, unanimously approved to pay the bills. District Manager was requested to contact IWT regarding the invoicing.
- Chairman Erick reported budget adjustments per Treasurer Bushell – plus \$10,000 to training and fire prevention, minus \$10,000 from service awards. Chairman Erick made a motion, seconded by Vice-Chairman Colitti, unanimously approved.

Attorney’s Report: Attorney Sapienza

- Notice to bidders for the sale of the 1990 Ford F250 and the tank and pump have been prepared.
- Has prepared for review by the Board the contract for Hinck Electric.
- Has been told by Mr. Lapaige from National Grid that finance interest rate for natural gas installation is fixed, and there are no marketing options available due to the number of houses in route of the proposed gas line.
- Town of Babylon bid for uniforms, and hose is scheduled to be opened in September. The bid for SCBA bottles has been renewed for another year.
- There has been a meeting scheduled in NYC with a representative from the Governor’s office regarding the Firefighter Cancer Legislation.
- Board requested a copy of the Town of Riverhead memorandum regarding the Station Two communication tower.

Chief’s Report: 3rd Assistant Chief Gluck

- Submitted memo regarding EMT Basic training for James Brady. Chairman Erick made a motion, seconded by Commissioner McManus, unanimously approved.
- Submitted memo requesting use of the meeting room on October 25 for a dinner banquet fundraiser for the NY Wildfire & Incident Management Academy. Chairman Erick made a motion, seconded by Vice Chairman Colitti, unanimously approved.
- Submitted memo with medical update of Diane Brayer.
- Submitted memo requesting use of the meeting room for a Certified First Responder class on Sundays, from 10/01/17 to 12/21/17, and to send 12 members to the class. Commissioner McManus made a motion, seconded by Chairman Erick, unanimously approved.
- Submitted memo with the ladder truck committee notes. Discussion.

- Submitted memo regarding new siren activation plan effective August 10. Chairman Erick made a motion, seconded by Commissioner McManus to suspend District policy 1.13 Siren Activation for the Chiefs guidelines.
- Submitted a memo requesting that the District Manager complete a boater's safety course and be qualified On 6-3-18B as well as launching and retrieving the boat. Chairman Erick made a motion, seconded by Vice Chairman Colitti. After discussion, motion was approved by Chairman Erick, Vice Chairman Colitti, and Commissioner Meier, abstained by Commissioner Hintze, opposed by Commissioner McManus. Motion passed 3-1.

Commissioner Reports

Vice Chairman Colitti

- Nothing to report

Commissioner McManus

- Nothing to report

Commissioner Hintze

- Discussion regarding procedure of uniform repairs being completed by the uniform vendor opposed to being completed locally. Requested the Secretary review the record.
- Discussion regarding the Hinck Electrical contract regarding the antenna placement/configuration, scope of work, microwave infrastructure, prevailing rate.
- Discussion regarding creating a written 5 year capital improvement plan. Board agreed to submit and discuss capital improvement plan.

Commissioner Meier

- Provided a recap of the Riverhead Town Fire Districts meeting.
- Thanked the Department for the support with the recent passing of two of his family members.

Chairman Erick

- Provided a recap on the progress of the district maps.
- Provided Leave Policy 5.0 for Board review and signatures.
- Discussion regarding the proposed Application Policy.

Chairman Erick made a motion, seconded by Commissioner McManus, unanimously approved to break for recess.

Adjourn	1942
Reconvene	1955

Discussion regarding the 2018 proposed budget with a tax cap of 1.84%.

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

Meeting adjourned at 2040 hours

Respectfully submitted,

Steven Donnelly
District Secretary
Wading River Fire District